**12th grade World Literature and Composition**

**Spring 2018 Course Syllabus**

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**Texts:**

Students are financially responsible for all books issued by CHS. Textbooks may not be left in classrooms and teachers are not responsible for the whereabouts of your book. The copy which was issued must be turned in at the end of the course.  You will not receive credit for turning in another student’s book and may not turn in replacement books.  The cost of replacement will be assessed to any student that fails to turn in the book they were issued or turns in a damaged book.

**Grading Scale:**

A=100-90 B=89-80 C=79-70 F=69-0

**Department Categories and Weights**

Major Assessments (essays, tests, projects, etc.) – 50%

Minor Assessments (quizzes, journals, etc.) – 20%

Other (homework, classwork, etc.) – 10%

Final– 20%

The Chattahoochee English Department recognizes that unforeseen circumstances sometime prevent students from doing their best work.  With that in mind, **it is department policy to drop each student’s lowest quiz grade each semester.** Extra credit assignments or opportunities are not available in any Chattahoochee English class.

**Behavior Expectations:**

* BE PREPARED BE RESPONSIBLE BE RESPECTFUL

**Absences/Make-up Work:** It is the student's responsibility to request make-up work from the teacher on the first day back to school and are expected to access homework and in-class assignments using the classes at Edmodo**.** Students who are present for any portion of the school day are expected to turn in all assignments due on that day in order to receive full credit for the assignments. Assignment due dates that have been communicated prior to a full-day absence are always due upon the student’s return to school when the due date occurred during the absence.

After an ***excused absence***, a student will have the number of school days equivalent to the number of days absent to make up the work. Make-up work missed due to an ***unexcused absence*** may be penalized up to 10% of the maximum value of the assignment. Make-up work or pre-approved absence work submitted late will receive a zero. ***Any exceptions for extensions of time will be made at the discretion of the teacher.***

**Late Work:** Homework and compositions are due at the beginning of class on the scheduled date. Major compositions/projects are the only assignments that will be accepted late. If a student is in school for any amount of time on the day an assignment is due, he/she must turn in the assignment or receive a late grade. A penalty of 20 points per day will apply to late papers and projects. **Research deadlines and electronic submissions of work are fixed and exempt from this policy**.

**Chattahoochee High School Recovery Policy:**

Students can recover up to 75%.

**Chattahoochee High School Provision for Improving Grades:**

1. Students who complete a **major assessment\*** but fail to demonstrate mastery as evidenced by a grade below 75% on the major assessment may pursue an improvement opportunity to show proficiency. In the case of an honor code violation on a major assessment, the grade will stand as a zero with no eligibility for recovery on that assignment. What is classified as a major assessment is determined within the content area; consult your course syllabus for details.
2. Students should contact the teacher concerning recovery opportunities within 5 school days of being informed of the grade on the assessment in class.  Students are allowed one attempt at recovery per major assessment category listed in the course syllabus. All recovery work must be completed 10 days before the end of the semester.
3. The grade on the recovery assignment will replace the original grade if the recovery grade is equal to or below 75%.  If the recovery grade is above 75%, the original grade will be replaced with a 75%.

***\*Projects are not eligible for recovery***

**School Board Policy:**

Provision for Improving Grades

1. Opportunities designed to allow students to recover from a low or failing cumulative grade will be allowed when all work required to date has been completed and the student has demonstrated a legitimate effort to meet all course requirements including attendance. Students should contact the teacher concerning recovery opportunities.  Teachers are expected to establish a reasonable time period for recovery work to be completed during the semester. All recovery work must be directly related to course objectives and must be completed ten school days prior to the end of the semester.
2. Teachers will determine when and how students with extenuating circumstances may improve their grades.

**Extra Credit:**

Extra credit assignments or opportunities are not available in any Chattahoochee English class.

**Remediation of Essays**

The English department wants to make sure that students have the opportunity to meet the writing standards of the course.  Toward that end, most essay assignments which fail to demonstrate mastery of these standards are eligible to be re-written according to the following guidelines:

* A student who receives below an 80% based on the merits of the paper will have the opportunity to revise and resubmit the paper. If a student wishes remediation, they must schedule a conference with the teacher within a week of receiving their paper back. During the conference, the teacher will identify specific skills for the student to focus on for revising (grammar, quote integration, organization, internal transitions, etc.) The maximum grade possible on a remediated paper is an 80%.
* Papers which have had points deducted for not following the directions of the assignment (i.e., lack of revisions, no pre-writing, being late, etc.) are eligible to be re-written; however, any such deductions will stand. For example, a later paper with a 20-point deduction can be remediated for a maximum score of a 65.

**Expectations for Written Work Across the Curriculum:**

 All written work should:

* be in complete sentences using formal language
* follow conventions of grammar, usage and mechanics
* accurately cite sources used with discipline-specific requirements (i.e. MLA, APA, etc.).

**CHS Statement:**

Plagiarism is the use of another's words or ideas and the presentation of them as though they are entirely one's own. Acts of plagiarism might include, but are not limited to:

1. using words or ideas from a published source without proper documentation;

2. using the work of another student (e. g. copying another student's homework, composition, or project);

3. using excessive editing suggestions of another student, teacher, parent, or paid editor.

Plagiarism on any project or paper at Chattahoochee High School will result in a zero for the assignment and an Honor Code violation. Unless directly stipulated by the teacher, collaboration on written work is not acceptable. Students who willingly provide other students with access to their work are in violation of the Honor Code. Students guilty of cheating will receive a grade of "0" on the assignment or test. The assignment may not be made up (students having zero’s are not eligible for recovery). Additionally, an Honor Violation Form will be completed by the teacher and filed in the school office. Violations may be considered by faculty in making future recommendations. Membership in honor clubs could be jeopardized. Students receiving an Honor Code violation will be assigned to serve two (2) days of Saturday School for the first offense.

**Georgia Standards of Excellence:**

Because of the flexibility of English Language Arts course offerings at the high school level, the GSE for grades 9 through 12 are organized into grade bands comprised of 9-10 and 11-12. The 9-12 Standards define what students should understand and be able to do by the end of each grade band. Complete lists of all the GSE standards for each grade band are available at <https://www.georgiastandards.org/Georgia-Standards/Pages/ELA-9-12.aspx>