**Freshman English/College Readiness**

Ms. Tews, Room C31, x78561

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*This course is designed to prepare students for career and educational opportunities during and after high school. Exit criteria outlining specific unit goals will be distributed at the start of each semester. These learning objectives drive the focus of the semester, and students will be assessed specifically on these goals.*

**Course Expectations:**

* Be on-time and on-task.
* Bring class text, SSR book, pencil/pen, unit material, and current writing piece with you each day.
* Establish student portfolio with 8 polished pieces of writing. \*All writing pieces must show evidence of the revision process. Papers that are not revised will not be graded or accepted into the portfolio.

**Classroom Norms:**

Students are expected to respect the classroom, peers, teachers, and themselves. Students will:

* Respect air time.
* Stay focused and on-task.
* Respectfully help others stay focused.
* Own it, fix it, and move on.
* Refrain from using racist, sexist, homophobic, or derogatory remarks.

*\*School rules include: No food (except school breakfast in the morning) – No electronics.*

**Grading Policy:**

Each quarter students are assessed on the exit criteria for the unit. You must complete and earn a proficient score on all major course assignments. You are not alone on this journey. Throughout the quarter, you will receive frequent feedback, ample time, and opportunities for multiple submissions without penalty. Your grade in class will be based on your mastery of the exit criteria each term. You will be assessed for proficiency on each of these exit criteria using the 4-point system described below:

|  |  |
| --- | --- |
| **Assessment Scale –**  4= Exceptional  3= Meets Standard  2= Not Yet at Standard  1= No Evidence of Understanding | **Course Grade (average of scores) –**  3.5-4.0= A  3.0-3.4= B  2.5-2.9= C\*  \*Minimum Passing Grade = C |

**Differentiation:**

The differentiation strategies used in this course are based on the evidence received through multiple forms or pre, ongoing, and formative assessments. Instructional methods embedded in this course include: flexible grouping, student centered curriculum, peer mentoring, scaffold assignments, questioning techniques, individualized feedback, whole and small group instruction, direct instruction, visuals, retrieval charts, and examples. All individual’s efforts and growth are honored.

**Attendance and Tardies:**

Students are expected to arrive prepared and on-time to class every day. In the event you are late, please enter class quietly, sign-in, check the daily lesson, acclimate yourself to the classroom, and begin working. I’ll record tardies. Frequent tardies, or several disruptive tardies, will result in detentions or calls home.If you are absent from class, it is your responsibility to inquire about missing assignments outside of class time.

**Late Work:**

Students are expected to complete and earn proficiency on all exit criteria each term. Submitting work on the due date is encouraged as you will receive complete and timely feedback. However, if more time is needed to meet proficiency on learning targets, there is no penalty for submitting work late. Please communicate with me, either in person or by email, if you need more time on assignments.

**Bathroom and Hall Pass:**

* If you must use the hall pass, make sure it is an appropriate time.
  + ***Do not leave*** during the first or last 10 minutes of class.
  + ***Do not leave*** when someone is speaking.
* Keep your bathroom/other business down to around 3-5 minutes.
* You have two bathroom passes per quarter. Get your business done during lunch and passing times.
* You must have a signed pass when in the hallway during class time.
* One student is permitted out of the room at any given time.

**Communication:**

I will address quick personal questions/concerns during SSR (first 30 minutes of class). Raise your hand, and I will assist you. If you anticipate needing more than a few minutes of time, please make an after-school appointment. If you want to conference about your grade, please make an after-school appointment. I am available once a week in the library from 3:30-4:30pm for after school tutoring or conferencing. If you have a few questions about classwork, homework, exit criteria, or need additional handouts or supplies, no appointment is necessary, just stop in my room after school. I am available by phone or by email. Contact me at any time.

**Library and Computer Lab:**

You will have class time to type, revise, and edit your course writing assignments. Lab expectations include: 1) Work only on items noted on the class agenda, 2) Only permitted on *Microsoft Word* and your email. (No YouTube, video games, etc.), 3) Electronics off and away, 4) Voice level whisper/low to maintain a quiet work environment, and 5) Adhere to all classroom norms.

Additionally, each day before leaving the lab/library, you must:

* Print two copies of your current draft. *Keep one copy and submit one copy*.
* Email your most recent draft as a Word attachment to [demo.nmtews@gmail.com](mailto:demo.nmtews@gmail.com). Briefly note your progress in the subject line.

**Daily Routine and SSR:**

We will begin each class with 30 minutes of independent reading. Students are expected to bring an independent reading book to class every day. Library trips during class are occasionally arranged. Please use the library as needed during lunch and after school. SSR expectations include:

1. Absolutely Quiet.
2. Stay in assigned seat.
3. Absolutely Reading.

**Class Email Address:**

All freshmen will create a Jefferson email address (similar to mine: [demo.nmtews@gmail.com](mailto:demo.nmtews@gmail.com)). Please use this email address when submitting writing assignments or when communicating with teachers.

**Portfolios:**

Students are expected to submit all major papers (including multiple drafts) by email. I will create an electronic portfolio for your future need. You will also manage a classroom portfolio to include all major writing assignments.