

English Language Arts 2024-25

Course Outline

Teacher: Ms. Evans
Co-Teacher: Ms. Chapin

Email: kateva@hasdhawks.org
laucha@hasdhawks.org

Course Materials:

- Pencils; Highlighters
- Headphones (of any variety)
- ½ or 1 inch binder with pockets
- Lined paper for your binder
- Silent Sustained Reading book (SSR) – this is your independent reading book
- Chromebook

Please note: You WILL need your binder, chromebook, your SSR book, pencil, and highlighter every day. You may provide your own SSR book, or you may acquire one from the library. You will not be permitted to go to your locker to retrieve your materials after entering class. *It is your responsibility to come prepared to class with your materials and prepared to learn.*

Evaluation:

- Students will be evaluated through formative and summative assessments including, but not limited to quizzes, various reading/writing assignments, graphic organizers, projects, webquests, etc.
- Student grades for each trimester will be determined by dividing the total number of points accumulated by the total number of points possible. **Students are advised to check their grades on a regular basis to stay on top of their progress in ELA.**

Assignments:

- All written and electronic assignments will be submitted and scored numerically based on accuracy, meeting requirements, and/or completion.
- Classwork and homework are due by the deadlines (day and time) provided.
- Any assignment that is submitted late will lose credit for each day its late, not to exceed 50% of the grade, in addition to any lost points for inaccuracy, missing responses, etc. This includes turning in assignments on Google Classroom. You must click the 'turn in' button to submit the assignment by its due date and time to avoid a late deduction.
- The cut off for submitting late assignments is one week after its original deadline. We will not accept any submissions after that point, and you will receive a grade of zero for the assignment.
- **Please be responsible for yourself, your assignments, and meeting assigned deadlines. It's the best path for a successful experience in ELA. 😊**

Absences:

- **If you are absent from class, I will email you to let you know what you missed during class, including any assignments. It is your responsibility to check your email on the day of your absence.** All emails will be sent by 3:30PM. If possible, it is in your best interest to complete whatever classwork you may have missed before returning to school, so you do not fall behind your peers and in your workload.
- **If you are absent from class, you should check our ELA Google Classroom on the day of your absence.** Electronic copies of notes and other resources from class will be posted there, and most of your classwork/homework will be assigned/submitted through our Google Classroom as well. Clear objectives, instructions, requirements, and deadlines are always included with any assignments that are posted.

- **If you are absent from class, you can go to my website on the district page to see any homework that was assigned for the day.** Once on my website, click on the homework calendar to view any homework assignments. Start/due dates of various assignments as well as assessment dates are also available on the calendar page on my website.
- **If you are absent from class, you have the number of days you were absent to complete any missed assignments without penalty.** In other words, if you are absent for one day, you will have one day to complete the work that was assigned on the day of your absence. If you fail to make up the assigned work within the provided days, it will be considered late.
- **If you are excused from attending ELA class for some reason** (dress rehearsal, help group, etc.), **but you are considered ‘present’ in school, you are still required to submit any homework/classwork that is due at the start of class that day.** If you do not submit your assignment that is due, it will be considered late and will receive a late deduction.

Classroom Expectations:

- You are expected to be prepared to learn each day with a good attitude and the required class materials.
- You are expected to show respect for yourself, your peers, adults, and property. The ELA classroom environment is safe, supportive, and encouraging to others. We do not tolerate making fun of people or hurtful comments/behavior during the learning process.
- Food is not permitted in the classroom unless otherwise designated for an activity, party, etc.
- You are only permitted to drink water in the classroom—school policy.
- You must remain in your seat unless otherwise informed by me, Ms. Chapin, another teacher, or aide in the classroom.
- Only one person speaks at a time. It is simple respect for one another.
- Always ask permission to listen to music while completing assignments. Sometimes, we will allow it while other times we won't. Our decision is based on what type of assignment you are completing.
- If you are working on an assignment on your chromebook, you should not check your grades, email your friends, surf the internet, play a game, watch videos on YouTube, or do anything else that is not your assignment. Your attention and efforts should be dedicated to the task you have been asked to complete on the chromebook. If you are caught doing anything other than your assignment on the chromebook during class, expect to receive a written referral.

Pencil Sharpening/Trash Disposal/Classroom Supplies:

- If you need to sharpen your pencil, throw something away, or borrow any classroom supplies from their designated drawers or areas, you may do so without asking for permission. Please return immediately to your seat afterward and avoid socializing with any friends along the way. The goal is to avoid disruptions to learning.
- If you do need to leave your seat for any reason, you should make every effort to avoid walking in front of whoever is leading the discussion at that time whether it is a student or the teacher.

Restrooms/Nurse/Guidance/Office Visitations:

- If you would like to use the restroom, be seen by the nurse, talk to your guidance counselor, or report something to the office, you must follow the steps below:
 1. Ask permission to leave.
 2. Have your agenda prepared with the appropriate information (date, time, location), so Ms. Chapin or I can sign it.
 3. Complete the classroom sign-out/sign-in log before you leave and after you return to the classroom. The log is in the binder on the table next to the door.

Please note: Visits to the nurse, guidance, and the office require a phone call to each for approval before I can send you to any of those locations.

Your signature confirms that you have read and understand the course outline for English Language Arts class (only one parent/guardian signature is required).

Student Signature _____ **Date** _____

Parent/Guardian Signature _____ **Date** _____

Parent/Guardian Signature _____ **Date** _____