

**Ms. Moss
English II
2007-2008**

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Conference:
Tutoring: before and after school- students should schedule time with me

Dear Parents and Guardians,

I am happy to be teaching your child this school year. With many levels of assignments, my class is designed to give each child the opportunity to pass. I will work with your child in any way I can to ensure that he/she takes advantage of each opportunity, and I am certain you will too. If you need to speak with me at any time or would like to schedule a conference, please feel free to contact me via phone or email. Following is an overview of what your child can expect in my class throughout the end of the year.

Grading Policy:

• Daily Grades:	30%	A	93-100
• Homework/Projects:	25%	B	85-92
• Tests:	20%	C	75-84
• Exam:	25%	D	70-74
		F	69-below

Homework:

- **Weekly Vocabulary-** your child has a list of these vocabulary words. They will be given a **test each Friday** on these words.
- **Literary terms-** your child has an ongoing list of literary terms that should be studied. These will be included on the weekly tests.
- **Bi-weekly essays-** your child has been given an essay packet, including instructions and due dates.
- **Reading Assignments-** from literature book.
- **Projects- English II:** Poetry Book
Research paper

Please note: there will also be other homework assignments periodically.

Ms. Moss
cont.

Students should know what to expect in the classroom on a daily basis. Assignments are clearly written on the board each day. My class has a daily format so that my students always know what they need to do:

Daily Class Structure:

- Do Now: grammar review
- Teacher Reading
- 30-45 min assignment
- Wrap-up/Review

In order to keep a well managed class, I expect my students to follow these class rules. Please review them with your child periodically. You should also make yourself aware of all school policies, which are expected to be followed in the classroom.

Class Rules

- Students are required to adhere to school uniform policy at all times
- Get to class on time.
- Stay in your seat.
- Be respectful to your classmates and teacher.
- No eating or drinking.
- Follow all school policies.
- Bring all supplies daily.
- Do not leave until your teacher dismisses you.

Expectations:

- I expect all students to take instruction seriously and to have a regular daily study routine at home.
- Respect others and make certain the classroom is a learning environment.
- I will give clear and timely instructions for class work and homework, and my students will follow these instructions and complete all assignments in a timely manner and to the best of their ability.
- Students are responsible for requesting any makeup work for excused days missed, and I will accept and record this makeup work.
- I will be available to tutor students before and after school. Students are responsible to schedule this time for assistance.

I hope this school year will be rewarding for your child. If we work together, we can make certain that he/she is successful. Again, please do not hesitate to contact me if you ever have any questions.

Academic Honesty Policy

Type of Major: Exam, Chapter/Unit Test, R
Offense Research/Term Paper

Minor: Quiz, Class work, Homework

1st F on assignment, parent-teacher conference

F on assignment, phone call to parent

Offense

2nd F on assignment, in-school counseling, removal
Offense from elected office/position, unable to represent
the school at outside academic or leadership
functions

F on assignment, parent-teacher conference

3rd F on assignment, Saturday School,
Offense recommendation for non-retention

F on assignment, in-school counseling,
removal from elected office/position,
unable to represent the school at outside
academic or leadership functions

4th F on assignment, non-retention

F on assignment, Saturday School,
recommendation for non-retention

Offense

5th F on assignment, suspension

F on assignment, non-retention

Offense

6th + F on assignment, suspension

F on assignment, suspension

Offense