



Syllabus  
College Prep English 11  
Mrs. Burhenn  
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**Course Objectives/Description:** In this class, you will develop your **critical** reading, writing, and thinking skills. We will read various groups of works, including non fiction, poetry, plays, and short stories. You will learn ways to analyze and comprehend literature on a deeper level. Learning techniques to break down large texts and reading a wide range of literature will help increase your understanding and aid you on standardized tests, as well as college or college-level courses. In addition to reading, you can expect to engage in meaningful discussions about texts with both your teacher and your peers, as well as to write both long and short responses to an idea or a reading. By the end of the year, you should be better writers, readers, and learners.

**Grade Categories:**

Reading-	25%
Writing-	25%
Language Study-	20%
Vocabulary-	15%
Final-	15%

**Late Work Policy:**

Late work will receive no points off and be graded based on the quality of the work; however, it will still be marked as late in the gradebook.

There will be some non-negotiable deadlines where late work will no longer be accepted.

Late work is accepted until a date specified by the teacher within a week of the quarter ending (1st and 3rd quarters only).

**Failing skills:**

Genuine attempts are met with no lower than a 50%, labeled as “content not mastered” (CNM) in the gradebook with the actual grade.

**Substitute Policy:** On days where I have to be gone, you must do the assignment on the day with the sub (provided you are present) or you will not receive credit. I will not take late work for days in which a substitute was here for me.

**Revisions and Retakes:** I allow students to revise and retake assignments until the end of the unit so long as they communicated with me in advance. Summative assessment revisions will be allowed ONLY at the discretion of the teacher.

**Final:** The final will be a multiple choice exam with a potential writing assignment.

**Tardy Policy:** You will be given a grace of two tardies. The third and fourth tardies will result in a call home, and any over 5 will result in a detention and a call home.

**Writing Volume:** In an effort to prepare you for the amount of writing you are expected to do in college, we will work on writing volume. Twice during the school year, we will work specifically on writing more and more quickly.

**Supplies:** While we will be doing a portion of our writing digitally, we will be doing a significant amount of writing and annotating on paper. You will need **legal pads** and **annotation supplies** such as highlighters or different colored pens to do effective annotations.

**Expectations:**

- Be here- Attendance is crucial to your success at any stage of life. If you are absent, it is your responsibility to check Google Classroom to get any make up work.
- Be present- More than just being in the room, it is important for you to be engaged in the work/discussion at hand.
- Be respectful- Treat your classmates, teacher, lesson, and classroom with respect and dignity.

**Academic Dishonesty:**

Plagiarism, the taking of another's ideas or words and using them as your own, will not be tolerated in any format. There are many forms of plagiarism ranging from cutting and pasting sources from a book/the Internet to copying a classmate's work, and using artificial intelligence to generate parts or all of your writing. Please note the difference between working collaboratively (resulting in interaction and thinking) and copying (which replaces interaction and thinking). In this class, if a student engages in academic dishonesty, the following consequences will go into effect:

- The student will conference with Mrs. Burhenn
- Guardians will be contacted, either by the student during the conference or by Mrs. Burhenn.
- In cases where it is apparent that a student has copied all or part of an assignment from another student, from a printed source, or from electronic media, the student will receive severe academic consequences such as a grade of zero, parent notification, and administration notification.
- In cases of plagiarism multiple times, the student will receive a zero as well as be subject to administrative disciplinary consequences.
- Students involved in plagiarism may be removed from or disqualified for candidacy to National Honor Society and/or other organizations.

**Gradebook Codes:**

- NHI - Not Handed In - Grade will remain a zero until it is turned in.
- LAT - Late - Graded, but late. May impact certain rubric scores such as "Academic Responsibility"
- ABS - Absent When Assigned or Due - Grade will remain a zero until it is turned in or the code is changed.
- COM - Completed, but not graded - Placeholder until work can be graded and entered.
- INC - Turned In Incomplete - Assignment was turned in, but not completed. This code is used for assignments in which a genuine attempt to complete has not been made. Grade will be calculated as a zero until the assignment is completed.
- CNM- Genuine attempts are met with no lower than a 50%, labeled as "content not mastered" (CNM) in gradebook with the actual grade
- NFG - Not For Grading - These are assignments that will not contribute to your student's grades. Assignments that fall into this category will be:
- Tracking - Information that needs to be tracked but does not communicate content knowledge or skills (such as a permission slip being turned in, being registered for all technology websites, etc.)
- Diagnostic - Assignments that assess a student's knowledge for content that has not yet been taught.