

English 12-5
Class Contract (2022-2023)
East Brunswick Campus - Middlesex County Magnet Schools
Instructors*: Mrs. Solomon (solomonl@mcmsnj.net)
Ms. Hughes (hughesl@mcmsnj.net)

****Please use email to contact teachers. Do not post messages to teachers in the Google Classroom.***

I. COURSE DESCRIPTION

Welcome to English 12! This will be an exciting year in which you will be challenged to become better writers, readers, communicators and thinkers! Our focus will be on the language arts skills needed to succeed in college, careers and beyond.

II. TEXTBOOKS*: *Pearson Literature; 40 Model Essays*; supplemental novels

****Please note that all textbooks have been approved by the Board of Education. If for some reason a student or parent objects to a particular reading, an alternative reading will be assigned to that student.***

III. READING/WRITING UNITS: (Schedule may change at discretion of the teacher.)

MP 1: Non-Fiction / Modes of Writing
MP 2: Short Stories / Narrative Writing
MP 3: Drama / Creative Writing
MP 4: The Novel / Literary Analysis

IV. GRADING POLICY

CW/HW***	50%
Quizzes/Projects****	30%
Tests/Essays	<u>20%</u>
	100%

*****S= speaking**
T= time management
E= effort
P= preparedness
S= self-discipline

*******The lowest quiz grade will be dropped at the end of each marking period. If you are absent for one of the quizzes, that is the quiz that will be dropped.***

V. SUPPLIES & MATERIALS

1 – **Required:** A working Chromebook (to be charged each night so that you will have power when you come to class). If your Chromebook breaks, it is your responsibility to notify your guidance counselor so that you can obtain a replacement.

2 – **Required:** A school email address (@mcvts.net). Any messages to your teacher must be sent through your school email, **not** through your personal email. Your teacher will not open emails from students' personal email addresses. If your school email address is not working, it is your responsibility to notify your guidance counselor so that the problem can be fixed.

3 – **Required:** An account in our Google Classroom. All assignments posted in the Google Classroom must be submitted in the Google Classroom. Do not email assignments.

4 – **Required:** Spiral notebook & folder OR a binder (at least 8"x10" in size). Although assignments will be posted online and submitted online, you will use your notebook to take notes and to practice the skills that are being taught during class sessions. Notetaking quizzes will be given in which you will be allowed to use your handwritten notes.

5 - **Required:** Two (2) Sharpened pencils and two (2) dark blue or black pens.

6 - **Optional:** A memory stick to save work when the Internet is down. (Not required but highly recommended.)

VI. RULES OF CONDUCT: As this is a school that prepares students for careers and college, you are expected to practice using the same professional skills that are necessary to succeed in the workplace. You might not be friends with everyone, but you are expected to be civil and respectful to all teachers and students. Disruptive behavior or offensive comments will result in any or all of the following: a conference with your teacher; a phone call or email to parent/guardian; a discipline referral sent to the Assistant Principal; and other consequences outlined in the Student Handbook (link below).

<https://www.ebnet.org/site/handlers/filedownload.ashx?moduleinstanceid=682&dataid=21093&FileName=EBHS%20Student%20Handbook%202021-2022.pdf>

VII. CLASSROOM PROCEDURES:

At the beginning of the period

1. Enter the room calmly and with a positive attitude.
2. Sit in your assigned seat before the bell rings. Otherwise you will be marked late.
3. Turn off cell phones and put them away.
4. Begin your Do Now assignment by the time that the late bell rings.

During the lesson

- 5 Listen carefully to instructions the first time they are given.
6. Use good manners and polite language.
7. Do your own work. Students who copy other people's work or allow them to copy their work will receive a zero for the plagiarized assignment*****

At the end of the period

8. Help straighten the rows and clean up trash (even if it isn't "yours").
9. Stay in your seat until the bell rings. DO NOT line up at the door.

*******PLAGIARISM POLICY:** If you copy someone else's words or ideas without giving credit to the original author, you will receive a zero for the assignment. Examples of plagiarism include:

- Copying and pasting information from a website
- Copying information word-for-word from a book
- Submitting a paper from an essay service or agency
- Submitting a paper written by another person (even though he/she allowed you to use it)
- Copying an assignment from another student

VIII. GOOGLE CLASSROOM PROCEDURES

- 1) In the event that we meet online, log into the Google Meet on time. Otherwise, you will be marked late (or absent if you don't log in at all).
- 2) Electronic devices are to be used for academic purposes only. No chatting, posting on social media, etc. during class meetings.
- 3) Participate: Online students will be called on during class. Be prepared to contribute.
- 4) Use Proper Writing Style: Whether you are working on an assignment or participating in an online chat, this is a requirement! Correct spelling, grammar, and punctuation are expected in all academic writing. Use MLA style as well.
- 5) Be courteous. A virtual classroom is a professional environment. You may not necessarily be friends with everyone, but you are expected to be polite to all.

IX. EMERGENCY PROCEDURES

- **Fire Drill Procedure:** Quietly leave the classroom and turn RIGHT. Make another RIGHT turn at the end of the hallway and exit through the back of the building. Walk to the field, and stay together as a class.
- **Non-fire evacuation:** Follow fire drill instructions, but walk down the hill of the field (and possibly even further away if instructed)
- **Code Red Lockdown Procedure** (or any other lockdowns): Move to the back of the classroom and sit on the floor. Remain calm and do not talk. The door will be locked, and the lights will be turned off. Do not return to your seats until two administrators state their names and tell us that everything is “all clear” three times.
- **Code Blue:** Medical emergency. Stay in classroom to keep the hallways clear.
- **Shelter-in-Place:** Community emergency. Stay in the building to keep safe.