

**Bob Miller Middle School**  
**Course Expectations 2008-2009**  
**6, 7, 8<sup>th</sup> Grade –Resource English**  
**Mrs. Ritter**

School Phone: (702) 799-2260 ext. 3727

School Website: [ccsd.net/school/miller](http://ccsd.net/school/miller)

ParentLink (Grades/Info): <http://parentlink.ccsd.net>

Teacher Website (Homework Info): [my.CCSD.net](http://my.CCSD.net)

Teacher's Email: [scritter@interact.ccsd.net](mailto:scritter@interact.ccsd.net)

**I. Course Scope and Goals:**

**Course Scope**

This course will expand and enrich students' writing abilities by exposing students to challenging prompts and topics which train students to develop higher level thinking skills. Nevada State Analytic Scoring Traits will be implemented in all writing assignments to develop and improve students' ideas, organization, voice, and conventions in their writing and to challenge students to achieve outstanding communication through their writing. All lessons will relate to the Nevada State English Language Arts Standards. Grammar and mechanics of writing will be taught as essential elements of writing within the Shurley Method of English. Selections from literature will be used as models for writing and as a means of developing and applying thinking skills.

**Course Goals:**

1. To expose students to a solid foundation of grammar using the Shurley Method Grammar Program.
2. To develop the fundamentals of writing as a process
3. To practice writing for a variety of purposes and audiences.
4. To recognize models of quality writing.
5. To apply principles of standard English usage and agreement in speaking and writing.
6. To employ the common terminology needed to discuss correct usage, mechanics and writing style.
7. To use various types of sentences effectively in order to alter style.
8. To expand vocabulary and increase spelling proficiency.
9. To expand students' knowledge of various literary genres.
10. To reinforce students' use of literary terminology.
11. To read works of literature as springboards to writing.
12. To develop research skills and strategies.
13. To develop speaking and listening skills.
14. To respond respectfully to the ideas of others.
15. To apply students' knowledge of standard English grammar, usage, sentence structure, punctuation and spelling in writing.
16. To develop an understanding of good character and ethics by responding to a wide variety of written and oral communication.
17. To practice effective speaking and listening skills.

**II.**

**Course Activities:**

A. **Testing:** The teacher will administer tests and quizzes throughout the course of study to determine individual student development as well as the effectiveness of teaching strategies and methodologies. Tests may be given weekly. Quizzes can be given at any time. A semester exam with a writing component will be given at the end of each semester. The semester exam will count for 10% of the final semester grade.

B. **Assignments/Late Work:** Assignments will be given throughout the week in accordance with Bob Miller Middle School's homework policy. Homework may be assigned Monday through Thursday each week. All assignments are expected to be in on the day they are

due, unless alternative arrangements have been made with the teacher. Students should not turn in assignments late. If an assignment is turned in after its due date, the grade will be penalized 10% the first day up to five days late. No credit will be given after day five. Students are expected to write the proper Bob Miller MS heading on every assignment. If a student does not put his/her name on an assignment, the paper will be placed in the "No Name" basket and will stay there until the end of that particular quarter. The teacher may deduct up to 10% of the assignment's point value. Students are required to turn in something every time an assignment is due. If a student does not complete an assignment, then he/she must sign the Missing Assignment Log indicating why the assignment was not turned in. This log will serve as documentation that the assignment had not been completed as assigned. Students are expected to work in class on assignments when time is allowed. Papers are to be neat and legible. Every student is expected to do his/her own work. Any students sharing work will receive a zero, unless it is a cooperative learning assignment or permission has been granted by the teacher beforehand.

\*\*\*\* In Ritter's World, extra credit assignments generally do NOT exist. To foster "Real World" responsibility, students are expected to complete all assignments by the announced due date. \*\*\*\*

- C. **Make-Up Work:** (CCSD REG. 5113) Teachers shall provide an opportunity for a student to make up missed work due to any absence. Students will be held accountable for the work. After any absence, a student is required to initiate contact with the teacher(s) to obtain appropriate make up work within three school days. Specific make up work must be completed and returned to the teacher(s) within a reasonable length of time, to be determined by the teacher and communicated to the student/parent or legal guardian. Explanations and/or help are available at the teacher's scheduled availability times (before and after school), NOT during the class period. The make up work must be returned to the teacher(s) by the specified due date if it is to be acknowledged. Students shall be allowed a minimum of three days to complete make up work.
- D. **Academic Dishonesty:** If students are found guilty of academic dishonesty (cheating), the teacher shall collect the assignment, mark a zero for the work, lower the student's citizenship grade, and notify the parent of the consequence. A second offense of cheating or continued academic dishonesty may result in a notice of required parent conference at which time future consequences will be discussed.
- E. **Homework Policy:** Homework will be given Monday through Thursday each week. Students are expected to complete homework assignments on a daily basis and are responsible for turning them in on time. Students will be expected to sign the Missing Assignment Log if homework is not turned in on the due date. This will serve as documentation for missing work. Three or more missing assignments in any given quarter will constitute the lowering of the citizenship grade.

### III. Textbooks

A Shurley Grammar Book and a Writers Craft book will be used in the classroom throughout the year. Dictionaries will be available and utilized often.

### IV. Evaluation:

- A. **Criteria for Quarterly Grading:**
1. Tests and quizzes will constitute 15% of the grade.
  2. Class work will constitute 25% of the grade.
  3. Homework will constitute 20% of the grade.
  4. Writing Assignments will constitute 30% of the grade.
  5. Participation will constitute 10% of the grade.

Please note: Updated grades will be posted once a week in the classroom. A "Grade Day" report will be completed by teachers and handed to each student midway throughout the nine-week grading period. If student is in jeopardy of failing the quarter, the student will receive an "Unsatisfactory Notice" in the mail to notify parents in advance.

**B. Explanation of Grade:**

A	100-89%	Excellent
B	89%-79%	Above Average
C	79%-69%	Average
D	69%-60%	Below Average
F	Below 60%	Failure

In RITTER'S WORLD, all students should be passing English unless they are just not turning the assignments in!

**V.**

**Behavioral Expectations:**

A. Citizenship grades will be based on a student's ability to follow the classroom procedures. Infraction of these rules will result in the lowering of a student's citizenship grade.

**B. Classroom Rules:**

1. Arrive on time
2. Follow directions
3. Work quietly
4. Be kind with your words and actions

**C. Classroom Procedures:**

1. Raise your hand before speaking.
2. Bring materials to class daily. Complete Missing Assignment Log if homework is not completed.
3. Respect the rights of others. Interfering with others' learning is unacceptable.
4. Enter the classroom quietly and go directly to your seat unless you need to hand in absent work or late work to the basket.
5. Write in your planner and begin bell work immediately and independently. When the bell rings, students will have these activities completed and will be ready to begin assignments for the day.
6. If you feel ill and need to see the nurse, come and tell me immediately and I will write you a pass.
7. Chewing gum, eating candy, and drinking beverages in class will not be permitted.
8. Stand to speak at your desk when requested to read or speak.
9. Work independently on assignments unless directed otherwise by teacher. When you see the teacher's hand up this means that she wants your undivided attention.
10. Stay in your seat until the teacher dismisses you from class. The bell does not dismiss the student. The last two minutes of class are for gathering materials and cleaning the room.
11. All assignments completed and submitted for a grade MUST be written or printed legibly. Papers scribbled quickly, words abbreviated, letters not completed and punctuation missing will not be accepted for a grade. Students will be required to rewrite the assignment to receive a grade.
12. When you finish early, you may work on your homework, you may work on a writing project, or you may read silently.

**VI.**

**Tardy Policy**

All students are expected to be in class on time. A student is considered tardy when both feet are not in the classroom when the bell begins to ring. Tardy students will be reported to the deans' office and will receive consequences in accordance with the school-wide tardy policy.

**VII.**

**Bathroom Policy**

Students should use their time between classes to use the restroom. Exceptions will be made only in the case of an emergency.

## VIII.

### Citations for Citizenship Grades:

- |                              |   |
|------------------------------|---|
| <b>O (Outstanding)</b>       | The student is always prepared for class, actively participates in class activities, shows leadership, is self-motivated and a positive influence on other students.  |
| <b>S (Satisfactory)</b>      | The student is generally prepared for class, frequently participates in class activities, and does not infringe on the rights of others.  |
| <b>N (Needs Improvement)</b> | The student is frequently unprepared for class, needs to participate more, has interfered with other students' learning, and has not followed school/classroom rules.   |
| <b>U (Unsatisfactory)</b>    | The student is habitually unprepared for class, fails to participate in class activities, demonstrates behavior that interferes with other students' learning, and does not follow school and/or classroom rules. |

Classroom Consequences – if any of these basic procedures/rules are broken, the following steps will occur:

1. Verbal Warning
2. Conference with student
3. Move to alternate setting
4. Parent notification
5. Detention
6. Counselor's referral
7. Dean's referral

NOTE: If repeated offenses, insubordination, or serious classroom disruption occurs, then the student may immediately be sent to the Dean.

## IX.

Required Materials – PLEASE REPLENISH SCHOOL SUPPLIES AS NEEDED THROUGHOUT THE YEAR, ESPECIALLY PENCILS AND PAPER.

- A. School planner – write homework daily in planner (provided by Bob Miller – additional copies available for \$5)
- B. 3-ring binder to be shared with other classes
- C. Loose-leaf notebook paper (college rule)
- D. Black and white composition notebook
- E. 2 blue or black pens
- F. 2 red pens
- G. Plenty of pencils (no mechanical)
- H. 2 highlighters, different colors
- I. Notebook dividers – 3 blue tabs for English  
    Labeled: Notes  
            Assignments  
            Tests/Quizzes
- J. Zipper pouch in notebook for pencils and pens
- K. 10 plastic sheet protectors

Optional: 1 box of Kleenex -Thank you in advance for this contribution to the classroom.

**PARENT ACKNOWLEDGEMENT:** Please complete and return the form below which verifies that you have received and read the Course Expectations. Please be aware that students will receive a grade for turning in this form.

**Student Information:**

Name: \_\_\_\_\_ Student # \_\_\_\_\_ Period \_\_\_\_

Father/Guardian \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Mother/Guardian \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Address of Parent/Guardian with whom you live:

Address:

Home Phone \_\_\_\_\_ Best time to contact \_\_\_\_\_

Email is the quickest and easiest means of contact. Please share your email if desired.

E-mail \_\_\_\_\_

Student Name printed \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Name printed \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_