

English as a Second Language Course Syllabus

Teacher: Ms. Monteiro Email: monteiroc@mcmsnj.net

Phone: (732) 985-0717

Course Description: This is a multi-leveled class of students with varying English proficiencies. It is designed to allow students to grow in their English skills at a pace that best fits their learning style and needs. The structure and direction of the class varies year to year depending on the students' needs and the needs of our school district.

Course Objective: Students will be able to develop basic English vocabulary and grammatical structures in order to successfully communicate. Students will develop their listening, speaking, reading and writing skills. As students progress through the course, they will be able to develop their literary and analytical skills in order to be successful in their high school coursework.

Google Classroom: Period _____ Code _____

Google Classroom will contain daily agendas, announcements, reminders, homework, etc. Work/materials for each day will also be posted at the end of the school day to access if needed. If you lose the copy you were given in class, print out/complete assignment on paper. ****ALL WORK WILL BE COMPLETED AS A HARD COPY UNLESS OTHERWISE INSTRUCTED.** If you are uncertain what you have for homework or the due date of an assignment, always refer to Google Classroom.

Grading Policy:

- Grades are based on a point value system.
- Be sure to follow all directions/requirements/guidelines for each assignment.
- Simply handing in an assignment does not guarantee a good grade.

Assignments may consist of journal entries, essays, homework, tests, class assignments, independent reading assignments, quizzes, projects, "Daily Class-Starter" sheets, etc.

1. Homework - 15%
2. Classwork - 25%
3. Quizzes - 25%
4. Tests - 35%
5. Projects - 35%

Rules and Expectations:

1. Be punctual and prepared.
2. Adhere to all school rules/policies.
3. Be respectful. Disrespect of any kind will not be tolerated.
4. Abide by the due dates and deadlines, follow assignment directions.
5. **YOU** are responsible for **YOU**. This is high school. You will be treated like high school students.
6. Be an advocate for yourself. Do not be afraid to ask for help.

Attendance, Make-up, Late Work Policies:

Attendance is a huge component for successfully completing this course. When you are absent it is **YOUR** responsibility to get any missed work. **Check Google Classroom to see what you missed so you are aware, then upon your return, grab your work from the absent folder.** If further help is needed with assignments, please make arrangements to stay after school.

Any work missed due to absences must be made up in a timely manner (**days absent = days to make up work**). If you were absent and missed a quiz or test it is **YOUR** responsibility to make arrangements to make it up, whether this be after school, during lunch. Missed quizzes/tests must be made up within a week of when they were given.

Late work receives two points off for each day late. You are **RARELY** given an assignment that needs to be fully completed at home. Many times your "homework" is just finishing what you began in class.

Graded Assignments:

Genesis is updated several times a week. You should be actively checking your grades and be proactive if there are missing assignments. **GRADED/RETURNED WORK GOES IN FOLDERS!**

***If an assignment is not completed by the due date and has been reviewed in class/an answer key has been posted in Google Classroom that assignment may not be made up.**

Classroom Environment:

The class revolves around whole group instruction/discussions. **Engagement** and **participation** are key. You are working from the moment you walk into the class until the moment you walk out. **DO NOT** begin packing up your belongings because there are a few minutes left of class. **DO NOT** line up at the door. You will always have plenty to do.

Classroom Supplies:

Be sure to have the following every day:

- Notebook
- Pen or pencil
- Folder

Bathroom/Nurse's Office, Main Office:

Any time you leave the room you **MUST** have a pass. Leaving the room is a privilege and if it is abused, it can easily be taken away.

Personal Electronic Devices:

Students will be able to use devices at SPECIFIED times and ONLY when authorized by the teacher. Devices such as phones, Ipads, laptops, etc. are items that students can use at designated times. If a student is using a device inappropriately (not in accordance with classroom instruction or school policy), consequences will be enforced. If any device becomes an issue, appropriate action will be taken (write up, call/email home.)

Plagiarism and Honor Code:

Please note that there is **zero tolerance** against unauthorized collaboration and advantage when completing assignments and/or tests/quizzes in this class. This includes, but is not limited to items such as working together on an assignment without authorization by the teacher, looking at someone else's work for the purpose of copying, using unauthorized textbooks, websites, class notes, prepared notes to complete assigned work and/or tests/quizzes, and relaying information or accepting information concerning test questions and/or answers. Plagiarism is also included in this as it is the practice of taking someone else's work or ideas and passing them off as one's own. This includes copying and submitting the same or portions of an assignment from a classmate, not properly citing sources of quoted information within an assignment, and turning in papers written by someone else. Any assignment found to be plagiarized will receive a zero along with a phone call or email home.

Remind: Period _____ Code _____

***Please return this page ONLY to Ms. Monteiro on Monday, 9/12**

Student's Name (Print): _____

Student's Signature: _____

Parent's/Guardian's Name: (Print): _____

Parent's/Guardian's Signature: _____

Parent's/Guardian's Email/Phone Number: _____

*By signing this form, you acknowledge that you have received, read and understand the classroom policies and expectations contained within this syllabus. You also understand that the failure to complete assignments can result in low grades and/or possible failure.