Disclosure of Class Policies & Procedures

Nothing in life is to be feared, it is only to be understood. - Marie Curie

AP Literature & Composition with Mrs. Simmons in room C-16
lisa.simmons@nebo.edu  /  http://my.uen.org/810

COURSE CONTENT & TEXTS
It is expected that all SHS AP students will take the AP Exam for their respective courses in May. By registering for this class, you are agreeing to undertake college-level work. Our focus will be on literary analysis and interpretation along with refining your scholarly composition. We will emphasize critical thinking, persuasive speaking, respectful listening, and cooperative learning. The workload and pace of this class will be rigorous and challenging for which I make no apologies and hope you in turn will not make excuses.

You will likely be reading at least three classic works of literature each semester outside of class on your own, in addition to the assigned class reading and weekly writing (if not daily) both in and out of class. Our approved course primary text is Perrine’s Literature: Structure, Sound, & Sense (8th ed.) and will be supplemented by various other texts, literary works, criticism, non-fiction articles, essays, etc. as deemed relevant and appropriate for our current course of instruction, analysis, research, and class discussion.

For further details, please refer to the course syllabus and NSD permission document.

ATTENDANCE, CITIZENSHIP, DUES & GRADING
YOU have the right and responsibility to learn.
I have the right and responsibility to teach.
No one has the right to interfere with this process.
What we’ve got to do is to keep up our spirits and be neighborly.
- Charles Dickens

1. R-E-S-P-E-C-T! Treat the classroom (everyone and everything in it) with respect. Whether speaking, listening, viewing, reading, or writing, you are expected to participate appropriately. Before acting or speaking, THINK and ask yourself: Would I be enhancing or detracting from our experience as an APES community of scholars? Would it be helpful or harmful?

2. Please familiarize yourself with the NSD & SHS policies (attendance, discipline, dress, etc.). Not only am I required to enforce them, but I also believe they were established with the sincere intent and noble purpose of ensuring an orderly and safe learning environment designed to support you in your efforts to realize the promise of our established SHS mission statement: DUES = Dedicated to Excellence, United in Service, and Educated for Success. You begin each term with a perfect 100 pt. DUES score – your charge is to keep it!

3. This is NOT set up as a correspondence course! You will need to be present (in both mind & body) to keep up, progress, and benefit. You are expected to come to class each day on-time and prepared (i.e. with pen, pencil, paper, assignments, texts and flashdrive in hand), so you are ready, focused, and eager to participate fully and contribute meaningfully to course instruction, discussions, and activities.

4. Writing Assignments: A primary instructional objective of this course is to improve your writing. Grading large numbers of papers, however, neither fits with the adopted Common Core’s stated College & Career Ready goals nor is it logistically feasible, philosophically advisable, or reflective of best practice as noted in reputable research (Walvoord & Anderson, 1999).

Analogously, just as not every shot (written assignment) a basketball player (student) takes (writes) scores a point or is even recorded, it is still required by the coach (teacher) that her/his team member (student) will participate fully and complete the directed practice regimen in order to sharpen and refine her/his skills. Naturally, each player (student) is also expected to give her/his best effort with each required performance whether it be a routine practice session or the championship game.

Grading Percentage Scale

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MAKE-UP WORK
Discipline is the beginning of any performance. When you are absent, it is YOUR responsibility to make arrangements to conference with me and/or acquire class handouts, notes, instruction, assignments, etc. before you return to class.
A. If you miss an exam during an excused absence, you will not make up the test if I/we have begun grading it, but will receive a grade that is the average of all your exam scores for that term. However, you are required to take at least half of all exams given each term or will receive a zero for each exam missed. The SHS Testing Center is available to students on a “first come, first served” basis after school on Wednesdays in C-26.
B. Quizzes may or may not be announced ahead of time, usually occur at the beginning of the period, and cannot be made up - defeats the purpose of a spot check!
C. Pre-excused/school excused absences: Contact me BEFORE your scheduled absence to arrange make-up work. You may take an exam early under these circumstances, provided it is available.
D. I can arrange to be available in my classroom after school and past contract hours for conferencing, consulting, make-up or further assistance upon request and by appointment.

LATE & INCOMPLETE WORK
Meeting deadlines is a “real world” task (…just ask the IRS and credit card companies about the penalties they apply!). If an assignment is not submitted or incomplete when it is due and you have not discussed it with me or made prior arrangements, then the most you can earn on the assignment is 50%. You may still complete, submit, and have the assignment recorded as turned in for possible “reward” consideration (and the intrinsic benefits, of course) but it is unlikely to be given feedback. Should you have any concerns or encounter unanticipated difficulties with the completion of your work, it is expected that you will notify me immediately, so we might work together towards a satisfactory resolution.
Keep in Mind: The less I know and the later it grows, the more problematic and stressful it may become for you.

REWARD
If, at the end of the term, ALL of your assignments have been turned in and ALL of your exams and quizzes have been taken, your final grade may be raised 1/3 (i.e. B+ to A-).

EXTRA CREDIT (E.C.)
• The REWARD is worth more than any single extra credit opportunity, since we may average anywhere from 500 to 1500+ possible points recorded for completed coursework each term.
• E.C. assignments may be offered occasionally throughout the year to the entire class, and are intended for effort above and beyond what is expected.
• No E.C. will be granted on an individual basis. So be alert and prepared to take advantage when E.C. opportunities are announced and made available (e.g. writing contests, in-class connections, etc.).

Miscellaneous
• Assignments should be typewritten unless otherwise instructed.
• You are strongly encouraged to secure an SHS laptop compatible flashdrive for storing, accessing, transporting, and printing out evidence of required writing process steps and research work/notes.
• Handwritten work should be completed in black/blue pen unless instructed otherwise.
• Printer problems: SHS has multiple labs available for student use. You may e-mail me your assignment to hold temporarily and record as received “on-time.” However, you must still print and submit a hardcopy ASAP for it to be graded and recorded with a completion score.
• Cellphone and unauthorized electronic device usage are prohibited in accordance with the NSD and SHS policies and will be enforced strictly. This also means no referencing, taking snapshots, tweeting, posting or making recordings without instructor permission!
• While YOUR learning is YOUR responsibility and opportunity, I consider it my privilege to further guide and assist you upon your sincere request.
• If you ever need additional clarification, please don’t hesitate to ask. I can’t help if I am not aware of your confusion, concerns, or circumstances.
• Bubba Gump says, “Stupid is as Stupid DOES!” Soooo, DON’T BE! 😊 DO …

• • • Be SMART, Be HERE, Be READY to LEARN, Follow Directions, Do the Work, and Be HAPPY!!!

BOTTOM LINE: I want you to succeed and will do my best to assist you in your efforts to do so!
CLASS HONOR CODE & ACADEMIC INTEGRITY

This class will be conducted under an Honor Code. My expectation is that all my students will demonstrate integrity and uphold high standards of individual honesty in academic work, abide by our classroom/SHS/NSD policies, and show respect for others. Students in my class are expected to support an environment of academic integrity, have the right to such an environment, and should avoid all aspects of academic dishonesty. Examples of academic dishonesty include plagiarizing, faking of data, sharing information during an exam, discussing an exam with another student who has not taken the exam, consulting reference material during an exam, submitting a written assignment which was authored by someone other than you, and/or cheating in any form. Violators of this policy will be subject to disciplinary action. Evidence of academic dishonesty may result in a failing grade in the course and disciplinary review by administration.

All students are expected to be academically honest and to complete and submit only their own original work. A brief definition and explanation of what constitutes “plagiarism” is provided below, and we will continue to review and discuss methods for avoiding plagiarism as the school year progresses. Should a student violate the Honor Code, course penalties will be swift and severe, at a minimum likely to result in the loss of credit for the assignment and/or that term of English.

Plagiarism can be defined as submitting another person’s ideas, words, images or data without giving that person credit or proper acknowledgement. Plagiarism, a form of academic dishonesty, is tantamount to stealing and will not be tolerated. In order to clarify what constitutes plagiarism, you should be aware that you have committed plagiarism when you:

- use phrases, quotes or ideas not your own;
- paraphrase the work of another even though you may have changed the wording or syntax;
- use facts or data not considered common knowledge;
- submit a paper written for another class (academic dishonesty);
- submit a paper from an essay service or agency even though you may have paid for it (these papers are usually of low quality, so you probably did not get your money’s worth);
- submit a paper by another person even though s/he may have given you permission to use it.

You should note that plagiarism not only encompasses written work, but also computer data, research, musical scores, video programs, and visual arts.

Plagiarism is a serious issue, especially in an academic environment. Teachers must be able to rely on the integrity of a student’s work in order to maintain a climate for successful learning. Plagiarism reflects on character; therefore, you should diligently avoid any inadvertent acts of plagiarism. When you are unsure if acknowledgement is needed, ask your teacher!

I, ____________________________________________, am aware of the class policies and procedures, particularly the serious nature of plagiarism. On my honor, I will not use or submit someone else’s work without proper acknowledgement, nor will I misrepresent another’s ideas or work as my own. I will be honest in my assertions and strive to be accurate in grading my own work and in assessing the performance of my peers.

___________________________________________
(Student Signature)                          (Date)
In an ongoing effort to recognize the widening cultural horizons of literary works written in English, the AP English Literature Development Committee will consider and include diverse authors in the representative reading lists. Issues that might, from a specific cultural viewpoint, be considered controversial, including references to ethnicities, nationalities, religions, races, dialects, gender or class, are often represented artistically in works of literature. The Development Committee is committed to careful review of such potentially controversial material. Still, recognizing the universal value of literary art that probes difficult and harsh life experiences and so deepens understanding, the committee emphasizes that fair representation of issues and peoples may occasionally include controversial material. Since AP students have chosen a program that directly involves them in college-level work, the AP English Literature and Composition Exam depends on a level of maturity consistent with the age of 12th-grade students who have engaged in thoughtful analysis of literary texts. The best response to a controversial detail or idea in a literary work might well be a question about the larger meaning, purpose or overall effect of the detail or idea in context. AP students should have the maturity, the skill and the will to seek the larger meaning through thoughtful research. Such thoughtfulness is both fair and owed to the art and to the author.

AP Literature & Composition is not a required course. It is a class limited to senior students who desire to obtain university level credit by preparing to take and pass the AP Literature & Composition exam. Your student’s qualified Advanced Placement teacher and her course syllabus (i.e. course objectives, curricular components, primary and secondary texts) have been approved by College Board and granted permission for your student’s class to be designated as “Advanced Placement” on his/her transcript. The specified materials and assignments have been deemed appropriate for student instruction, study, and preparation to successfully meet requirements and demonstrate proficiency on the AP Literature & Composition exam offered in May. Some students and parents may view the materials as controversial, however, so we ask that you review the listed required readings and contact your student’s Advanced Placement teacher if you have questions or concerns or seek to have your student placed in an alternate available senior English course.

A course approved list of designated works of literary merit for potential use this current school year (representative of College Board’s required level of quality, complexity, and range of expected reading) has been updated and posted for your reference and review under “My Documents” on our APES’ course website at http://my.uen.org/myuen/810.

I, __________________________________________________________, give permission
(printed name of Parent/Guardian)

for my student, ______________________________________________________ to fully participate
(printed name of Student)
in AP Literature & Composition and read the assigned works for the 20____ - 20____ school year.

_________________________ (Parent/Guardian Signature)  __________________________ (Date)