

RED CREEK Central School District

September 8, 2009

Dear parents and guardians,

Please read this with your student and sign and return one copy. Please keep a copy for your reference.

I am very excited to begin another semester and am looking forward to working with you and your children. Please review this list of English 10 classroom policies with your son/daughter.

I am asking that you return this sheet to acknowledge that you and your child understand the policies of our tenth grade English class, and to open the lines of communication between us. Thank you for your attention. I make it a point to try to be as accessible as possible. If you need to contact me, my email address is rkeim@rccsd.org or I can be reached by phone from 2:30 to 3:30 at (315) 754-2040 x4004.

My website is located on www.rccsd.org. Under the tab for “staff” click “instructional staff directory” then on my name. Students may submit typed homework online to me via email or through my website. They can also view the weekly spelling/vocabulary list, poetry portfolio guidelines, and other guidelines and format sheets for projects throughout the semester..

My classroom rules are simple and will be posted in the room. They are:

1. Do your best.

2. Do what is right.

3. Be kind to others.

The consequences for inappropriate behavior in class are as follows (depending on severity of the infraction):

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|--|-------------------------------|
| 1. Verbal Warning | 3. Written Referral |
| 2. Ask to stay after class (detention) | 4. Parent Contact/ Conference |

In this class students should plan to have homework assignments nightly. There is information on the back of this sheet about the major assignments this semester. Homework policy is as follows:

1. Homework is due at the beginning of class of the due date given.
2. If a student is absent, they are expected to make up the assignments missed within two class days after their return.

STUDENTS ARE RESPONSIBLE FOR GETTING THEIR MISSED ASSIGNMENTS.

3. Late homework assignments are generally graded as follows (certain assignments are exceptions to the policy):

| | |
|--|-----------------------------|
| Beginning of class the date it is due: | 100% possible credit earned |
| By Friday of the week due: | 75% possible credit earned* |
| First day of the following week: | 50% possible credit |

*After school help is available if assistance is needed. Late policy does not apply when students seek extra help. *Students will not lose credit if they come for help and work on their missed assignments with me after school.*

After 3 missed homework assignments, an after school detention will be assigned for each subsequent missed assignment for that marking period.

(over) →

Important homework information:

- Every Tuesday (or the second day of the week) we have spelling sentences due. Every Wednesday (or the third day of the week) there is a spelling test.
- While these assignments are not large, they are often the reason a marginal student will fail the course if the weekly assignments are not completed.
- Both spelling sentences and spelling tests that receive a failing grade may be “made up” to ensure passing credit.

Book synopsis (independent reading assignment) due dates:

- There is one book synopsis per marking period. Failure to complete a book synopsis will result in you earning a failing grade for that marking period. Books are assigned within the first two days of each marking period.
- If a synopsis is turned in early, there is a two point bonus added to the overall score. A late penalty of 25% per day late will be assessed if the synopsis is late. I will try to avoid assigning other homework over weekends and vacations so students have more time for synopsis work.

The due dates are as follows:

Synopsis #1: October 5th
Synopsis #2: November 9th
Synopsis #3: December 14th
Synopsis #4: January 19th

Poetry Portfolio

We will be working on a large poetry portfolio project throughout the first three marking periods. The tentative due date for this project is **November 25th**. This assignment is designed to be worked on in class, after school, and at home. More information will be given in the next few weeks.

Basic supplies requested:

- ⊙ A three ring notebook (1 ½ -2 inch) binder with dividers
 - ⊙ two two-pocket folder center fasteners (for the poetry portfolio)
 - ⊙ A composition (or spiral bound) notebook for journal writing
 - ⊙ Blue or black pens
 - ⊙ Highlighters
 - ⊙ Loose leaf lined white paper
 - ⊙ Recommended (but not required): an external flash drive
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Please sign and return one of these copies and keep one for your records. I look forward to working with you and your child to ensure their academic success! Again, please feel free to contact me if you have any concerns. Feel free to use the back of this page if there is anything you would like me to know about you or your student.

Parent Signature _____

Phone number _____ Email _____

Student Name (please print) _____