

# RED CREEK Central School District

September 7, 2011

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 this new school year 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](mailto:rkeim@rccsd.org) or I can be reached by phone from 2:30 to 3:30 at (315) 754-2040 x4014.

My website is located on [www.rccsd.org](http://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. Work hard
2. Be Curious
3. Get better
4. Follow Directions

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

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

\* \* \* \* \*

Students should plan to have homework assignments nightly. There is information on the back of this sheet about the major assignments this school year. 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 earned  |
| Beyond that                            | Zero grade is earned        |

\*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.*

(over) →

## Important homework information: spelling and sentence writing

- Every Tuesday (or the second day of the week) we have spelling/vocabulary sentences due. Every Wednesday (or the third day of the week) there is a spelling/vocabulary 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):

- Students are to complete the book synopsis during the first five weeks of each marking period. The books assigned for the synopsis are also included on the final exam, as they are considered part of the coursework. 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 10% 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.

### Due Dates:

**Synopsis #1: October 6th, 2011**

**Synopsis #2: December 13th, 2011**

**Synopsis #3: March 2nd, 2012**

**Synopsis #4: May 9th, 2012**

## Poetry Portfolio

We will be working on a large poetry portfolio project throughout the first three quarters of the year. It will be a combination of assignments done throughout the semester in other units and work done strictly for the portfolio itself. The *tentative* due date for this project is May 11th. This assignment will also count as a portion of the final exam grade for the course. 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 folders with 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
  - ⊙ Strongly Recommended: 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) \_\_\_\_\_