

**Hackensack High School
College Preparatory English Grade 12
Class Syllabus**

You are what you do most often. -Aristotle

Teacher: Mr. Thomas Terzano

Email: t.terzano@hackensackschools.org

Website: <http://www.hackensack.org/terzano>

Office Hours: Period 10 and by appointment

Hackensack Websites: www.hackensackschools.bergen.org

www.hackensackschools.org/c.ryan

HHS ENGLISH DEPARTMENT MISSION STATEMENT

Hackensack High School's English Department is dedicated to promoting excellence by instructing students in various modes of engaging, inquiring, and learning through intensive study of language, and by involving them in creating, comprehending, and interpreting different kinds of text within a variety of media. We strive in aiding our students to become independent thinkers who utilize the acts of reading, writing, and speech to observe the vast expanse of history in relation to the contemporary issues of the day. Ultimately, we strive to encourage and implement a curriculum that is both relevant and exciting to our students, so that all students develop strong literacy and communication skills in preparation to make constructive contributions to our society.

I. COURSE AIMS AND OBJECTIVES

1. AIMS

- This course is designed to meet the needs of the college-bound senior.
- Emphasis is placed upon the application of skills in the five core content areas of reading, writing, speaking, listening, and viewing.
- Students are expected to read, analyze, and interpret selections from world literature consisting of a variety of genres from ancient to modern times.
- Special effort/focus will be placed upon helping students make the transition from high school academic expectations to post-secondary endeavors.

2. SPECIFIC LEARNING OBJECTIVES

By the end of this course, students will:

- read, analyze and interpret literature
- be proficient at writing, reading and critical thinking
- be able to research, analyze and communicate thoughts and ideas using modern technology (including but not limited to word processing, online databases and Turnitin)
- develop and implement a career plan with specific goals and objectives that can be implemented over the next four years
- use technology available (including but not limited to Naviance) to research colleges, apply for scholarships and take appropriate steps to secure admission to a minimum of three post-secondary institutions

II. FORMAT AND PROCEDURES

1. CLASSROOM GUIDELINES

A.

Respect

In order to establish and maintain a successful learning environment, all students must respect themselves and others. Students do not have the right to disrupt the learning of their classmates, nor do they have the right to disrupt the instructor's teaching.

B.

Attendance

All students are expected to adhere to attendance policies and rules as outlined in the student planner and in section III.1.A.1-6 of this syllabus.

C.

Cut Policy

1. If any student is absent from class without seeing the teacher beforehand with an appropriate pass, that absence counts as a class cut.
2. Any student who cuts class will receive an automatic zero on work that was due, work that was completed (including tests and/or quizzes), and work that was assigned on the day of the cut.
3. Appropriate disciplinary action will follow any class cut. School policy dictates that teachers notify parents of class cut (via letter or phone call) and keep a written record of cut.

4. If a student cuts a class more than three times during the course of the school year, he or she will be dropped from the class and will not receive credit for the class.

D.

Honesty

All students are expected to comply with Hackensack High School's Academic Integrity Policy.

E. Make-Up Policy

1. When a student is present the day before a test or quiz and then absent on the day of the test or quiz, **the student is expected to make up the test or quiz on the day he/she returns.**
2. Sporadic attendance prior to the date of a test or quiz requires a student to make arrangements with the teacher to schedule an appropriate date for the make up.
3. When present on the day of an **announced/scheduled** quiz or test, all students are expected to take the test or quiz, ***even if they were absent prior to the date of the test or quiz.***

2. ASSIGNMENT RULES AND GUIDELINES

A. Major Assignments

1. All major assignments are to be TYPED and MUST BE PRINTED BEFORE STUDENTS COME TO CLASS! All teachers will give ample notice (minimum of seven days) of assignment due date so students may make appropriate arrangements, if necessary.
2. All major assignments must adhere to the following guidelines.
 - a. 12 point Times New Roman font
 - b. 1 inch margins on all sides (go to File, Page Setup, Margins, and set at 1 all around)
 - c. Double spaced (highlight text and press Ctrl and 2 at the same time)
 - d. Spell-checked and grammar-checked
3. Electronic submissions policy will vary amongst teachers. If teacher allows students to submit work through e-mail, students must follow all guidelines outlined below.
 - a. If teacher permits electronic submissions, all documents must be in Microsoft Word or a Word-compatible/readable format.
 - b. Electronic documents must be submitted as an attachment, **not as inline text.**
 - c. All documents (submitted in person or electronically) must adhere to formatting guidelines specified in 2.A.2 of this syllabus.
 - d. Students submitting assignments electronically must save their "sent"

message and teacher's notification of receipt as documentation of submission.

- e. If student submits an assignment as an attachment that is unreadable, student is responsible for providing a hard copy of the assignment the next day in class. In such a situation, the hard copy will be considered one day late.
 - f. The student is responsible for seeing the teacher by 8:00 am the next morning to retrieve a printed copy. **The teacher is not responsible for printing the document and 'handing it in' for the student.** It is in the student's best interest to open a school email account, so as to be able to print the document him/herself.
4. The following excuses are unacceptable reasons for not having an assignment on the day it is due:
 - a. I was in guidance / band / giving blood / with a teacher, etc.
 - b. My printer is broken/out of ink.
 - c. I forgot/lost my USB drive.
 - d. I didn't have time to go to the library to print out my assignment.
 - e. I sent it to your e-mail address.
 - f. I have it on a disk but I haven't printed it out.
 - g. I have it on my USB drive but I haven't printed it out.
 - h. My computer broke.
 5. If a student is physically in school on any given day, then that student is responsible for handing in the assignments collected on that day and is also responsible for all handouts, notes and assignments given on that day.
 6. Major assignments lose 10 points per day late. After 5 days, the highest grade that can be earned is a 50.

B. Regular Homework and Classwork Assignments

1. Assignments not handed in during class when collected will be considered late and will automatically receive a 50.
2. When handwriting your homework, students must use black, blue (or some other dark colored ink) only. Students should not write in pencil, red ink, or highlighters. Failure to follow these guidelines will result in a zero.
3. All handwritten assignments must be neat and legible. If the teacher cannot read it, he or she will not grade it, and the student will receive a zero.
4. If late work becomes a chronic problem, the student may be assigned a mandatory detention to make up the work.
5. Assignments that receive an R must be redone and handed in the next day with the original assignment in order to receive credit. If you don't redo an assignment, if you hand it in two or more days later, or if you don't hand it in

with the original, the grade automatically becomes a 50.

C. All Assignments

1. Whether typing or writing an assignment, students must write the appropriate heading in upper left hand corner of the paper:
 - First and last name
 - Date
 - Period
 - Title or description of assignment
2. All submitted work must be spell-checked and grammar-checked, first by computer and then by student. Students are responsible for turning in work that adheres to spelling and grammatical rules appropriate for senior, college preparatory level work.
3. Grammar will be reviewed on a regular basis in class; supplemental and after-school instruction will be offered to students whose work indicates a need for such instruction, particularly if spelling and grammatical errors are interfering with content of students' writing.
4. If students have questions about any assignment, they are to see their teacher during 10th period for extra help.

All make up work must be handed in **one week prior to the last day of the marking period.** These dates will be posted on the website!!!

III. COURSE REQUIREMENTS

1. Class attendance and participation policy

- A. All CP English 4 students are expected to maintain excellent attendance on a daily basis.
 1. Students are expected to be in class, sitting in their assigned seats and prepared to work BEFORE THE LATE BELL.
 2. If students arrive late to class without a legitimately signed pass, they may be asked to make up the tardy after school at 2:30.
 3. **FIVE UNEXCUSED TARDIES EQUALS ONE UNWAIVED ABSENCE.**
 4. If a student cuts class, that student **will receive an automatic ZERO** on work that was due, work that was completed (including tests/quizzes), and work that was assigned on that day.
 5. If a student is absent, it is **his or her responsibility** to see the teacher on the day of his/her return to obtain make up work.
 6. If a student misses class due to a school trip, scheduled band lesson, chorus rehearsal, meeting with a teacher / dean / coach / Drop-In /

Guidance Counselor or a visit to the health office, the student **must see his/her teacher on that day (or check homework now and email teacher) to get the make up work and to show the pass excusing your absence.** (Without the pass, the absence will be considered a cut.)

- B. All CP English 4 students are expected to come to class each day with all necessary materials needed to participate in the activities of the day.
1. Students are expected to take out all necessary materials (pen, text, paper, notes, homework, etc.) upon arrival to class. Students are not to wait until the bell rings or until class has started to rummage through his/her things to find these materials!
 2. Students are expected to bring all required materials (handouts, text, notes, pen, paper, homework, etc.) to class every day.
 3. Students are expected to maintain excellent attendance (refer to IV.1.A.1-6).
 4. Students are to prepare for and meet assignment deadlines
 5. Students are to take responsibility for completing all make up work promptly.
 6. Students are to participate thoughtfully, appropriately and respectfully in class discussions/activities.

2. Honesty and Integrity Policy

- A. All forms of cheating result in a **ZERO** FOR ALL INVOLVED.
1. Do not “lend” someone your work.
 2. Do not “try to help” someone out by letting him/her use your homework as an example.
 3. Do not copy someone else’s work.
 4. Do not hand in somebody else’s work as your own (including essays from the Internet, former students, etc.).
 5. Do not ask for answers during tests/quizzes (this is cheating!).
- B. Cheating is an insult to the intelligence of both the student and the teacher. All students should be true to themselves, even when no one is watching.
- C. For more information on Hackensack High School’s Academic Integrity Policy, go to <http://www.hackensackschools.bergen.org/policies.htm>

3. Course Readings/Materials and Other Resources

- A. Required Texts
1. *Antigone* – Sophocles
 2. *Hamlet* and/or *Othello* (at discretion of teacher) - Shakespeare
 3. Selections from *Inferno* – Dante
 4. *Metamorphosis* – Kafka
 5. *Oedipus Rex* – Sophocles
 6. *Joe Turner’s Come and Gone*- August Wilson

7. *Vocabulary Workshop, Level G*

B. Background Readings and Supplementary Handouts

Will vary according to instructor.

Many readings, handouts and supplementary assignments are available on instructors' individual teacher web pages, accessible at <http://hackensack.nj.k12us.com/home/Web%20Sites>

D. Research Component

IV. GRADING POLICY

ASSESSMENTS	VALUE	DESCRIPTION
Quiz Assessments	10%	<i>Reading quizzes, vocabulary quizzes, and drafts/informal writing assignments</i>
Tests	30%	<i>Tests, writing assignments</i>
Homework	10%	<i>Reading and nightly homework</i>
Projects/essays	40%	
Class Participation	10%	<i>Individual class work, group work, class discussions, classroom behavior, and Do Now activities</i>
	100%	

V. ASSESSMENTS (UNIT TESTS, MID-TERM, FINAL)

Quizzes and tests will vary according to teacher, but all teachers administer common midterm and final exams

VII. ACCOMMODATIONS FOR STUDENTS (AS PER IEP OR ESL NEEDS)

All accommodations made on an individualized basis.

1. Parents are advised to contact instructor directly for specific information regarding modifications and accommodations.
2. Students are urged to advocate for themselves if certain accommodations need to be made.

VIII. ADDITIONAL RESOURCES

Language Arts Literacy New Jersey Core Curriculum Standards (NJCCS) available online: http://education.state.nj.us/cccs/?_standard_matrix;c=3