

# Mrs. Merriner's Syllabus

## English 3 and Honors English 2 SCUC @Home Edition

BE RESPECTFUL

BE RESPONSIBLE

BE APPROPRIATE

BE INVOLVED

BE HONEST

### Supplies

All students should have the following supplies available to them during class:

- College ruled paper
- #2 pencils
- Blue, Black Pens
- Highlighters
- College ruled composition notebook (**MANDATORY**)
- 3 ring binder
  - This binder can be for English only or if you use one binder for all your classes, make sure you have the designated sections: Agendas, Vocabulary, Grammar, Composition, Literature, Miscellaneous

### Absences

My preferred method of taking attendance will be through a daily check-in question. This will be available in a Google Form in Classroom. Any students who do not complete this will need to complete option 2 or 3 below to be counted present for class. Students have between 12:01 a.m. and 11:59 p.m. each day to complete one of the three attendance options.

Attendance for SCUC @ Home can be taken daily through any of the following means

1. Participation in lessons/activities in Google Classroom or the Learning Management System (LMS)
2. Interaction with the teacher (phone, email, LMS, Zoom)
3. Completion/submission of assignments

### Late Work

Late work is defined as any assignment that is not submitted on the due date and class period with the exception of make-up work for absences or approved school activities. Alternative assignments may be given if the original assignment has been assessed and returned.

Late assignments will be accepted within 3 school days, not to exceed the end of the grading period. When an assignment is submitted after a deadline, a maximum penalty of 10 (ten) points per class meeting may be deducted from the grade with a maximum of 30 points deducted.

Extenuating circumstances may occur that prevent the completion and turning in of assignments on the due date. It is the parent/guardian and/or student's responsibility to inform the teacher of any such circumstances before the class period the assignment is due so that the exception to the rule may or may not be granted. The teacher may grant exceptions based on these circumstances. This can be done in a timely fashion through the Remind app or email.

## Grades

Category	Percentage	Minimum Number of Grades
Summative	50%	3
Formative	50%	10

## Contact

The easiest way to contact me is through my school email ([cmerriner@scuc.txed.net](mailto:cmerriner@scuc.txed.net)). I will respond within 24 hours. It is also recommended for parents/guardians to sign up for their student's Remind. This allows students/parents/guardians to send and receive text messages.

Students will be utilizing Google Classroom until the district learning management system (LMS) is online. It is possible for parents/guardians to add themselves onto their student's account so that they may see assignments given to them.

We are all moving into unprecedented times so students will be asked to conduct themselves as responsible young adults, so I will ask that they self advocate as much as possible during the school year. I, of course, will welcome contact from parents/guardians about questions or concerns that may come up.

I will be available from 8:15 a.m. and 4:30 p.m. to answer any questions, hear commentary or provide feedback on student progress. Any correspondence received after 4:30 p.m. will be answered by the next school day.

## Tutorials

My office hours are from 3:40-4:15 each day. If students need individualized assistance on an assignment or have a question that can't be answered in an email, they will need to request a tutorial session during my office hours. The time is on a first come, first served basis. In the correspondence (email or Remind), please indicate what you wish to discuss and how long you anticipate it will take so I can accurately schedule for multiple students.

If a student cannot attend these office hours, they will need to contact me for other available times that may be available. However, these times may not be consistent from day to day.

As always, students can email me or send me a question through Remind if it's a quick fix type of issue.

## Zoom Etiquette

In order to facilitate tutorials and other online discussions, classes will be using Zoom video conferencing. Students will be expected to follow proper etiquette while participating in Zoom meetings. These etiquette include:

- Be prepared
- Video option must be on while in the meeting
- Dress appropriately
- Mute your microphone when not actively speaking
- Position yourself in an appropriate location
- Avoid multitasking and limit distractions

## Technology

Students will need to have access to the following apps:

- Google Classroom
- Google Docs
- Google Slides
- Zoom
- Flipgrid (periodically)
- Padlet (periodically)

## Videos

A variety of videos will be used for instructional purposes. These videos will be uploaded to the teacher Youtube channel so they are accessible from various devices. Students may also be asked to watch videos from Youtube that are not produced by me, but all videos will have been viewed for appropriateness before assigning to students.

## Academic Integrity

Please refer to the student handbook and grading guidelines for specific details. Please read the following statements and initial showing understanding of classroom policies. The following points provide an overview of the district academic integrity policies. These do not substitute for reading the rules and guidelines outlined in the Parent-Student Handbook.

### Parent/Guardian Information and Academic Integrity

The link or QR code below will take you to a Google form to fill out some contact information. There is also a section about academic integrity that I ask that you read and check for your understanding. Completion of this form will constitute signing acknowledgement of the above information.

<https://forms.gle/Ndt8kMvx6YcFjnuPA>

