**55.0212057-599\_5th Period\_ Comm. Skills**

**ACADEMIC SUPPORT FOR ENGLISH LEARNERS COURSE SYLLABUS (2014-2015)**

Rockdale County High School | Conyers, Georgia

Sally W. Buglass, B.A.

Email sbuglass@rockdale.k12.ga.us

Phone: 700-483-8754, ext. 28222 | Room -608B

Website *http://buglass@rchs.wordpress.com*

Office Hours/Tutoring: Wednesday afternoons from 4:00 p.m. at CMS D105

**COURSE DESCRIPTION**

This class is designed to assist English Learners (ELs) in becoming more successful and better prepared for succeeding in their academic core classes as they develop and increase their English proficiency. The ultimate goal of this course is to help ELs identify and apply study skills and academic strategies that will increase their productivity and enable them to select, refine, and adapt the learning techniques that will serve them best during their high school careers and throughout life. Students are required to bring their notes, classwork, and homework from other classes to receive assistance in the form of tutoring, translating, and/or reteaching. Additionally, each class period will have planned lessons that focus on the academic vocabulary of core academic content classes.

**The WIDA English Language Development (ELD) Standards**:

*1. English language learners* ***communicate*** *for* ***social and instructional*** *purposes within the school setting.*

*2. English language learners* ***communicate*** *information, ideas, and concepts necessary for academic success in the content area of* ***Language Arts****.*

*3. English language learners* ***communicate*** *information, ideas, and concepts necessary for academic success in the content area of* ***Mathematics****.*

*4. English language learners* ***communicate*** *information, ideas, and concepts necessary for academic success in the content area of* ***Science.***

*5. English language learners* ***communicate*** *information, ideas, and concepts necessary for academic success in the content area of* ***Social Studies****.*

**Required Materials**: Students will need to bring to class every day the following items: pens, pencils, calculator (if taking a math or science class), and notebook paper. Students should bring materials, notebooks, binders, textbooks, etc. from all core academic classes. Students will not be allowed to leave class to retrieve class materials.

**ACADEMIC ACHIEVEMENT**

Points-based Grading: The following list of assignment categories reflects the possible points assigned for various types of assignments, but point values may vary depending upon the complexity of assignments.

* *Daily Assignments*

*Journals, homework, bell ringers 10 points*

* *Quizzes*

*Vocabulary quizzes, reading-check quizzes 20 points*

* *Essays/Tests 50 points*
* *Major Projects 100 points*

**LEARNER BEHAVIORS:**

In addition to your academic achievement grade, students will also receive a Learner Behaviors grade for each grading period. Learner Behavior grades will be based off a four-point scale and will cover the following Measurement Topics:

Work Habits

* Prepared for Class
* Group Skills
* Organization

Timeliness

* Punctuality
* Assignments

Conduct/Behavior

* Respectfulness
* Participation
* Follows Directions
* Citizenship

Homework

* Completion of Homework

**Homework Policy:**

As a learner behavior, the completion of meaningful homework is something I expect of all my students. When I give an assignment/assessment for determining mastery of concepts and skills, then I will align the assignment score to a measurement topic (see above) to be reflected in the achievement grade, regardless of whether the assignment is completed at home or at school. Assigned homework will be reviewed, tracked, and given feedback as part of the learning process.

**Late Work Policy:**

Timeliness is an important quality and promotes success in school and in the world of work. Work should be turned in on time. Parents will receive reports if students develop a habit of turning in work late. Students will receive a window of time to submit work. The inappropriate behavior of habitually turning work in late will be treated as any other behavioral infraction such as tardiness to class. Students will receive behavioral consequences for not submitting assignments in a timely manner. If a student turns work in late, students are required to submit an explanation about why an assignment is late and a request for the teacher to accept it. Parents will also be contacted about chronic late work, and a parent-teacher conference will be scheduled.

**Reassessment Policy:**

Formative assessments (daily classwork or homework grades) will count as part of a student’s overall grade, but in a standards-based grading system like the one I employee in my class, more weight is placed on summative assessments (quiz, test, essay grades) because they demonstrate student mastery of learning goals. When a student does not demonstrate mastery of the learning goals, then I will implement instructional adjustments and provide students with opportunities for reassessment. Students should always try to present their very best efforts on the first go around, but if not, reassessments involving tasks that are more rigorous will be provided. Any student (even those who earn Cs and Bs) may reassess work just as those who earn Ds and Fs. All reassessments (or late work) must be completed within two weeks after the due date.

**Academic Honesty Policy:**

A student shall not cheat on tests, examinations, projects, homework, or reports by giving or receiving unauthorized assistance nor be involved in plagiarism or other acts of academic dishonesty. All work turned in by the student is expected to be the student’s own, original work. If the student is found to have copied, “borrowed some words or phrases,” or misrepresented his or her work in any way, a parent-teacher conference will be scheduled and the student will receive a behavioral consequence. Reassessment involving a more rigorous task will be provided.

**Classroom Rules:**

Every student pledges . . . “I will do nothing to interfere with the learning, safety, or respect of myself or others.” As a result, every student agrees to abide by the following classroom rules:

1. Be responsible.

2. Be respectful of others and their property.

3. Listen carefully and follow all directions.

4. Have a positive attitude.

5. Do your best.

6. Believe in yourself.

**Computer Lab Rules:**

1. I will respect lab equipment and computer lab users.

2. I will not have food, gum or drinks in the lab at any time.

3. I will not visit inappropriate web sites at any time (for example, myspace.com, facebook.com, personal e-mail accounts, chat rooms, etc.)

4. I will log off the computer and put my chair back in its proper place.

**Discipline Policy:**

1st Incident = warning

2nd Incident = 30-minute after-school or lunch detention; call home to parents

3rd Incident = one-hour after-school detention or two lunch detentions; call home to parents

4th Incident = office referral; call home to parents to schedule parent-teacher conference

Infinite Campus Parent Portal: See the HHS web site for detailed directions in setting up an online account to view your child’s academic and attendance records.

**Tutorial Appointments:**

I will be available on Wednesday afternoons from 3:05 p.m. until 4:00 p.m. for tutoring if students need assistance. If you need to come for a tutorial session, please schedule an appointment with me before the tutorial day. You must have a parent or guardian pick you up promptly at 4:00 p.m. ESOL **SUPPORT STAFF**

Ms. Sally BuglassESOL Teacher Room 606B

Mr. Hilario Lopez ESOL Paraprofessional

We’re here to help you!

***\*Note****: The teacher reserves the right to make adjustments in course content and/or grading procedures as needed. Date Created: August 15, 2013 (original document created by R.Griffin.)*