



**Ms. Katie Wiese**

Office Hours: M-F 7:30-3:00 & by appointment

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Room #104

## CC English 1A & 1B

### Course Description

As Freshman, students review written language conventions, expand vocabulary, practice the writing process, prepare expository/descriptive/narrative essays, learn and improve presentation skills, prepare and present impromptu speeches, read from a variety of sources to strengthen process and comprehension skills, participate in project-based activities, and complete a focus area application.

### Course Materials

Students will be provided with course materials, such as: textbook, short stories, novels, etc. Students will need to provide their own pencil/pen, paper, headphones/earbuds.

### Grading Policy

Student will be graded on the grading scale set forth in the MTCHS Student Handbook

A	90-100
B	80-89
C	70-79
NC	69 or less (No Credit)

### Competencies

Competencies must be passed in order to receive credit for the course. A student who fails a competency must pass the competency within two weeks of the failed attempt. A maximum of two retakes for a total of three attempts will be allowed to pass the competency. Course competencies will be identified to students.

### Late Work Policy

Late work will receive up to **70%** when submitted up to **two (2) school/business days** after the assignment is marked missing in PowerSchool. Incomplete late assignments are not accepted for credit. Exceptions to this policy may be requested by the student by emailing Ms. Wiese prior to the original due date. The teacher will make the final determination on extension requests and will inform the student of the decision and due dates by email.

**All late work submitted for grading must be accompanied by an email to the instructor stating the name of the assignment(s) submitted.**

## **Redo Work**

If a student receives below 70% on an assignment, the student may redo that assignment for a grade up to 70%. The instructor will determine due dates on redo assignments and which assignments can be made up. Incomplete work may not be redone for credit.

## **Extra Help**

Students are strongly encouraged to seek help in understanding course concepts. Ms. Wiese is available during class or office hours and MTCHS offers labs for student help/study time.

## **Class Expectations**

As a student, you are required to:

- Do your own work—cheating and plagiarism are not tolerated
- Arrive on-time and prepared to learn—laptop, pencil/pen, assignment, etc.
- Respect others—we are here as a group to work as a team to make our time together the most productive for all

As a student, you need teacher permission to:

- Leave the room
- Work on coursework from other classes
- Use the Internet in a non-academic way

As a student, you are required to use personal technologies responsibly, which includes:

- Absolutely no use of electronic chat forums or texting during class
- Listening to personal music only when permitted
- No unauthorized gaming during class

## **Plagiarism**

Distinguishing your words and ideas from those of someone else is an important skill for this class. Any plagiarized material, even a key word in a sentence or someone else's published idea which is not properly documented could result in a failing grade for the assignment. A case of extensive plagiarism (full paragraphs lifted from someone else's work), repeated plagiarism or “recycling a paper” will result in a zero. No exceptions will be made. If you are ever uncertain about the rules for using a source, please ask me! The following are examples of plagiarism:

- Using a phrases or a sentence from an online source, book, or magazine article in your essay without acknowledging your source (without putting quotation marks around the quoted material and without mentioning the author)
- Borrowing specific ideas from another writer without acknowledging your source, even if you write the ideas in your own words
- Cutting and pasting into your own paper information from the internet, without acknowledging the source
- Submitting a paper someone else has written