

## English 4 Syllabus

Instructor: Mrs. Erin Squillaro  
Phone: (602) 569-1101  
Email: [esquillaro@aaechighschools.com](mailto:esquillaro@aaechighschools.com)  
Office hours: after school (by appointment only)

The goal of English 4 is to improve students' reading, writing, listening, speaking, and thinking skills. Students will be challenged to broaden their thinking, to pose questions, to debate findings, and to inquire about possibilities. The English 4 curriculum follows the Arizona State Standards.

### Materials:

1. Loose-leaf notebook paper (Assignments with "fringe" on the side will not be accepted for credit.)
2. Pens and pencils
3. Note cards (I recommend students create a method to organize their note cards as they will be using quite a few of them throughout the semester.)
4. Current class reading, packets, and journals (I will complete random book checks for points to ensure students have the correct novel.)

### Classroom Expectations:

- Students must follow all classroom and school rules
- Students must arrive on time and be ready to work
- Students must show respect for others and their environment
- Students must participate in all class activities and discussions
- Students must bring all necessary materials to class
- Students must maintain knowledge of their grades at all times by using MicroGrade online
- Students must contact the instructor immediately about any concerns
- Students must commit to putting forth their best effort every day

### Grading:

A = 89.5%-100%  
B = 79.5%-89.4%  
C = 69.5%-79.4%

No credit will be earned for grades below 69.5%.

### Attendance:

It is vital for each student's success to come to all classes and to come on time. Tardiness is a disruption for the whole class. Students will be allowed three tardies throughout the semester. Each tardy after three will result in detention after school. As a reminder, students must check in the front office before they may be admitted to a class they are late for. Students with excused absences will be allowed one week to turn in make-up work. It is the student's responsibility to obtain and complete all make-up work. Students with unexcused absences will not be allowed to make up assignments, and they will be referred to the principal.

### Weekly Checks:

There are two things I will check for each week on Thursdays: reading logs and journals. Reading logs must be signed by a parent/guardian to be eligible for points. Each item I check for will be worth five points per week.

### Assignments:

- Homework is due at the beginning of class. *Students will not be permitted to turn in homework after it has been collected for the class period.* Students who are tardy are responsible for turning in homework as soon as they come to class.
- No late work will be accepted without a late coupon. Students will receive four late coupons they can use throughout the semester. These coupons are for English only; in addition, they *cannot* be turned in for extra credit at the end of the semester or given to a peer. I will not replace lost or stolen late coupons. Once late coupons have been used, students may turn in assignments late for one point.
- All assignments must have the appropriate heading and be turned in on appropriate paper or they will not be accepted for credit.

- Major essays must be typed, double-spaced with the appropriate heading, and follow MLA standards. In addition, students should expect to have to make multiple revisions to an essay before they earn a final grade for the essay. Generally students will have essays peer edited and teacher edited before it is given a final grade.
- If a student misses a day of school, it is his/her responsibility to obtain and complete all make-up work.
- Students will not receive credit for any plagiarized work or for work they cheated on; furthermore, student will be referred to the principal for further discussion of the incident. Plagiarism and cheating includes but is not limited to copy someone else's work, giving another student work to copy, and using someone else's ideas without proper citation.
- Students may be required to redo work during the semester. If this occurs, the student's paper will have an "R" at the bottom and a two-week deadline for submitting the redo work. If the student misses the redo deadline, the assignment grade will turn into a zero. It is the student's responsibility to ask for clarification if s/he needs it.

**Final Exam:**

Students will be given a final exam comprised of paragraph-response questions over the reading selections from the semester. Students will not be given the final exam until all books have been returned or replaced.

**Independent Reading:**

All students will be required to complete independent reading assignments for each semester. This does NOT include any material that is assigned for class discussion. Students must read AN ADDITIONAL TWO HOURS PER WEEK, using a variety of materials such as books, magazines, or newspapers. It is important that parents monitor their student's reading at home. At the end of each week, students will be required to turn in a signed reading log, which will be collected every Thursday, to verify completion of independent reading. This will become a prerequisite for earning a grade in class. In addition to reading two hours per week, students must finish reading a certain amount of books per semester. The grade breakdown is as follows:

A= three (3) books per semester and a minimum of 36 total reading hours

B= two (2) books per semester and a minimum of 36 total reading hours

C= one (1) books per semester and a minimum of 36 total reading hours

**Extra Credit:**

Extra credit options for students will be few and far between. They will not be available on an individual basis. *Students should not depend on an end-of-the-semester option for extra credit to raise their grades.*

**Computer Problems:**

Students will be responsible for typing assignments throughout the semester. There will be no exceptions made to due dates because of computer or printing problems. If there is a problem with a computer or a printer, students are to use late coupons to submit the assignment. Students who wish to turn the assignment in on time may use the college's facilities, the public library's facilities, or the help of a friend. I will not accept any homework via email.

\*The teacher may make modifications to this syllabus at any time.

English 4 Syllabus  
Fall Semester

I have read the English 4 syllabus and understand the requirements outlined.

\_\_\_\_\_  
Print Student's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Parent/Guardian's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Contact Information:**

Please provide below the best two ways to contact a parent/guardian during school hours (8:00-4:00)

Contact 1

\_\_\_\_\_  
Name

\_\_\_\_\_  
Relation to student

\_\_\_\_\_  
Email

Contact 2

\_\_\_\_\_  
Name

\_\_\_\_\_  
Relation to student

\_\_\_\_\_  
Email

(Please detach)

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**Top 5 Ways for Parents to Help Their Student Succeed in English 4**

1. **Utilize the online grading program for grade updates.** Check their online grades for zeros and missing work.
2. **Be prepared to receive a formalized grade printout or progress report mid semester.** The school sends progress reports home half way through the semester; in addition, I will periodically ask students to return signed grade printouts in between the progress reports to keep you up to date. If you're not receiving grade reports, contact me immediately.
3. **Make sure your student comes to class every day and arrives on time.** Enough said.
4. **Email me often.** This is the best way to keep in contact with me. I will email you back as soon as possible. I don't check my email after school hours, so if you have a question about homework please check your student's planner.
5. **Set up a meeting.** All of the faculty members here would be more than happy to have a meeting to discuss any concerns you may have.

**Contact information**

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