**English 10, Mrs. Skuce**

 Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period \_\_\_\_\_

Course Description and Important Information

**First, some helpful information for parents and guardians:**

\*\*\*\*Parent Portal!\*\*\*\*

**Attention Parents and Guardians! View your child’s grades whenever you want!!**

Parent portal is up and running. If you did not create an account in the past, you are strongly encouraged to do so as soon as possible. Once approved, you will have access to your son or daughter’s grades any time you wish. As soon as tests and assignments are graded (and most homework the same day) I will post the information to the portal. This is a much easier way to keep track of your son’s or daughter’s grades, and you will not have to wait for me to call or email you back if you want to know grade information, or if an assignment was turned in. For more information and to create an account, go to ntschools.org and in the top right there is a tab for “Parent Portal”.

**Mrs. Skuce’s Webpage:**

I do have my own teacher webpage (through the school district’s website). To access it, click on the tab on the **high school’s** web site for “Teacher Pages” and click on my name. I try to keep the information as up-to-date as possible.

**Communication:**

Beyond the use of Parent Portal and the teacher web page, if you need to contact me, the best and easiest way is through email. Please email me at lskuce@ntschools.org, and I will get back to you as soon as possible. If it is an emergency, or you do not have email, you may leave me a voicemail at 807-3600. I will return your phone call as soon as possible.

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**English 10 Course Description and Information:**

**Content:**

 Students will increase skills in reading comprehension, speaking, listening, and writing.

 Essays will be required on a regular basis.

 Regular vocabulary lists and quizzes

 Other activities include notetaking, annotating, research skills, oral presentations, listening skills spelling, and grammar.

**Work:**

 **Essays, papers, and projects** are due on time! NO LATE WORK EXCEPTED!

 All **homework** is due on time!.

 Blue or black pen is to be used on all assignments (or typed) unless otherwise specified.

**Grading:**

 A student’s marking period average in this course will reflect performance on homework, essays, quizzes, tests, and Regents Tasks (see below). Major Grades from tests, essays, and projects will be 50% of the average, Minor Grades from quizzes, homework assignments and other smaller assignments will be 30% of the average, and the Regents Task will be the other 20% of the average.

**Regents Tasks:**

 Students will complete Regents Tasks that will resemble a portion of the Comprehensive English Regents exam that students will need to pass in 11th grade.

 They are scored according to grade level expectations, and count for 20% of the marking period average for the quarter in which they are taken.

**Behavior:**

 Mature behavior is expected of all students at all times.

 One warning will be given for inappropriate behavior. If the misbehavior continues, the student will receive teacher detention and/or be written up. Both include a phone call home.

**Supplies:**

3-ring binder with loose-leaf paper and five dividers (Sections in binder: Short Stories, Poetry, Novels, Julius Cesar, Literary Terms, Writing/Tasks, Vocabulary, Skills)

 At least 2 blue or black pens

 A colored pen for revising and editing

* Flash drive

**Expectations:**

 Be on time to class every day WITH all supplies and completed, legible homework Do your best work and complete it in a timely manner.

 Keep an organized notebook.

 Treat people and property with respect.

 Ask for extra help if you need it!

**Absences and Make-Up Work:**

 The day you return, any owed work is due. Exceptions will be made for lengthy absences upon a conversation with student/teacher

 Locate needed handouts

 Copy any missed notes from a classmate

 Discuss make-up dates with Mrs. Skuce. In general, you will get one extra day per day absent to make up work.

Dear Parent/Guardian,

Thank you for taking the time to read and discuss the first two pages with your child. If you have any questions please feel free to contact me and I will return your call or email as soon as possible.

Sincerely,

Mrs. Skuce (716) 807-3600 lskuce@ntschools.org

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Please sign on the appropriate line to indicate that both you and your parent/guardian **have read the above information, rules and responsibilities**, and tear this section off and return it to Mrs. Skuce by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In addition, if you would like to communicate via email (in non-emergency situations), please provide me with your email address below.

Parent/Guardian Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_