

**Disclosure Statement**  
**College Prep LA 12H 2018-18**

**TEACHER CONTACT INFORMATION:**

Teacher: Carleen Burnell  
Email: carleen.burnell@slcschools.org

Phone: (801) 484-4343 ext. 158  
Room Number: D222

**Course Overview:**

This course in language arts is a concentrated, in-depth class that is designed to focus on and hone students' academic ability and performance in the areas of reading (informational and literary), writing (argumentative, informative/explanatory, analytical), and speaking in preparation for college/university work in accordance with Utah Core Standards.

**Course Goals:**

- **To teach students how to think critically and rationally:**

Teachers not only teach the facts of a corresponding discipline, they help students reach their potential as critical thinkers and participators in the world. Students will be taught how to question what they know about the world in order to formulate good, rational opinions about what they encounter as "truth;" in so doing, students learn how to think for themselves.

- **To teach students the importance of language and its uses:**

A student needs a broad vocabulary and an understanding of how language works as a means of communication. Effective language use will be a vital part of the course work.

- **To refine students' skills in the areas of research, writing, speaking, and reading comprehension:**

Many of the students who take this class have had high-level exposure to reading, research, writing, and speaking. This class will continue to push students to expand and refine their skills in the aforementioned areas. College bound students must know how to express their thoughts and opinions in an effective and intelligent manner, written and orally.

- **To demonstrate the importance of diligence, timeliness, and personal accountability:**

Seniors are about to embark into the world, which world will not only treat them as adults but also expects them to act as adults. Therefore, in my class, students will learn the importance of being responsible and accountable for their own choices and decisions, the importance of timeliness and being prepared, and to the hugely important concept of "Never give up!", no matter how difficult the task at hand may appear to them.

**Materials Needed Every Day:**

Assigned Textbook, composition notebook\*, pen/pencil, lined paper, class folder, assigned reading material, and completed homework.

**\*Students need to purchase** a composition writing/notebook – COLLEGE RULED. They will also need a folder for their work from class, paper, and a pencil or pen. Please contact me if there are difficulties in purchasing any of the materials.

### Book/Novel Purchases:

Part of the curriculum requirements is for students to read voraciously. College work demands students to have the ability to read all kinds of texts and to be able to read up to hundreds of pages of the various texts each week. Therefore, to help students build endurance along with the sheer pleasure of reading,

they will need to obtain 4-5 different books per quarter. Some of these books can be obtained through the different library systems as they will be used for Book Read Monday, while others will have to be purchased due to being marked and annotated. **Please let me know if there are any difficulties in obtaining the books, as I have resources with which to help.** I will send home a flyer with all the pertinent information in a few days explaining in greater detail the various procedures for obtaining novels.

### Learning Activities:

- Group discussion and collaboration, individual writing, peer editing, and feedback
- Whole group, small group, pair, and individual work
- Socratic seminars, debates, and other interactive activities
- Research and computer based work

### Absences and Late Work:

**Assignments are due on the designated day!** Late assignments will NOT be given full points. Late work will receive a 10% reduction per day off the received points and will not be accepted after five (5) days past the due date. If a student is absent, it is his/her responsibility to get missed work. If you have an excused, legitimate absence, you will have the same number of days as you missed to makeup work without penalty. If you have an unexcused absence, you WILL NOT be able to make-up in-class workday points.

**Tests** must be taken on assigned day unless student has a legitimate excused absence. If such is the case, the student may take the test up to three days after his/her return to school. If you have an unexcused absence, *you will not be allowed to make-up the missed test.*

### Grading:

**Assignments:** These will be graded on the 4.0 point system.

**Participation:** At the end of each quarter, students will receive participation points that will be based on attendance, class participation, completion of work, and general attitude. We will cover a lot of material each day and it is expected for students to be in class on time, ready to go.

**Assessments:** These will generally be graded using a point system. There will also be assessments that will be graded on a point system that is based upon a rubric. I will always make sure the students are well aware of the grading system used for each assessment.

### Grading Scale:

<b>A</b> 95-100%	<b>B-</b> 80-82%	<b>D+</b> 67-69%
<b>A-</b> 90-93%	<b>C+</b> 77-79%	<b>D</b> 63-65%
<b>B+</b> 87-89%	<b>C</b> 73-75%	<b>D-</b> 59-61%
<b>B</b> 83-86%	<b>C-</b> 70-72%	<b>F</b> 58% or below

### Plagiarism and Cheating:

Students, do not engage in either activity; it is not worth it. If a student is caught plagiarizing or cheating on any assignment or test he/she will receive an "F" for the assignment, and possibly for the course. CHEATING IS UNACCEPTABLE! Make no mistake, I have absolutely no problem failing any student who is caught cheating. Simply put, DON'T DO IT.

### Checking Student's Grades:

You can check your student's grades and attendance for all classes using the Powerschool system.

### Tardiness, Absenteeism, and Truancy:

We will follow Highland High attendance policy. Please make yourself familiar with it. It can be found in the student handbook and the school webpage: <http://highland.slcschools.org>.

### Classroom Expectations:

- Arrive on time, be prepared, and stay in class the entire time.
  - On time means in the door when the bell stops ringing and preparing for class.
  - Prepared means having completed all assigned work and having all assigned materials with you.
  - If you arrive to class with an unexcused tardy, you will be unable to make-up the points for the bell ringer activity of the day.
- Electronic Devices:
  - Follow Highland's policy regarding listening devices, electronic games, and cell phones. If you have them, I must not see them or hear them during class.
  - If a cell phone is seen out in the open while in class, **IT WILL BE CONFISCATED AND SENT TO THE OFFICE UNTIL A PARENT COMES TO GET THE PHONE.**
- Respect others – **RESPECT GENERATES RESPECT**; be nice; work hard
  - Please refrain from using vulgar language – this includes swearing and sexual inferences.
  - Use positive actions and statements when referring to yourself as well as others.
  - Be respectful to all members of the classroom, including you, your peers, and the teacher.
- Use all school materials and equipment properly.
  - Please do not write on desks.
  - Treat all equipment with care – if equipment, which includes computers, becomes damaged or broken due to your negligence, you may be required to pay for its repair.
- Dress according to the guidelines of the Salt Lake School District's dress code.
  - The office will have extra shirts and sweatpants to wear in class should you forget to dress appropriately.

If you have any further questions please contact me by email or by phone and I will respond as quickly as possible ([carleen.burnell@slcschools.org](mailto:carleen.burnell@slcschools.org), 801.484.4343 ext. 158).



Please **cut off the bottom portion** at the bold line, parent/guardian and student BOTH sign it:

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**\*Parent and student signature required. This signed section of the disclosure statement must be returned to me *August 31, 2018*. The form is worth 50 points. Neglecting to turn the signature section will result in a substantial grade reduction.**

**I have read and understand the classroom requirements, grading policy, and classroom expectations. I will be responsible for all my actions in class as well as with any computers and equipment that I may use within the class. I also understand that I must purchase certain materials for Ms. Burnell's College Prep LA 12H class.**

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Parent Signature

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Student Signature

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Print Parent Name

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Print Student Name