

Mr. Hogan's Policies and Procedures for 10th Grade English

Expectations

Students are expected to come to class ready to learn. The classroom is a learning community and therefore, students will behave respectfully at all times. Students will obey school rules, follow directions, use appropriate language, think before speaking or acting, keep the classroom and the campus clean, and keep an open mind. There are consequences to our actions, and students will be held responsible when they fail to meet expectations.

Plagiarism and Cheating

Any academic dishonesty will result in parent and administrative notification as well as an NC grade for the assignment, which cannot be made up. Administrative actions will result in response to repeated occurrences.

Grade Reporting

The Sophomore Team gives out grade reports every 4-5 weeks in addition to the mid-term and final grading periods. Mr. Hogan will not give out any additional grade reports. Please do not ask.

Food and Drink

There will be no eating or drinking in Mr. Hogan's classroom. The only exception is water. All food, candy, or drinks should be deposited in an outside trashcan before entering the classroom.

Absences and Tardies

A readmit must be presented to each class after an absence. If a student needs to be sent out for a readmit during class time, they will be considered tardy to class. If an absence is unexcused, make-up work may not be accepted. Students are considered tardy if they are not in their seats and reading or working on the board activity at the start of class.

Materials

Students are required to bring the following materials to class:

- A book for SSR
- A 3-ring binder with notebook paper and all assignments and handouts
- Blue, black, red, and green pens

Homework and Papers

All assignments are due at the beginning of class. Printing, stapling, and other finishing touches should be done at home. Students should write their full name and house on their assignments, and all typed assignments should be double-spaced and in 12 pt Times New Roman, Courier, Cambria or Calibri font. Typed assignments should also be turned in to turnitin.com.

Late Work and Missing Assignments

No late work will be accepted. In order to qualify for extra credit, all assignments must be turned in. If the assignment was late, it must still be turned in for no credit before extra credit will be counted.

Absences and Missing Assignments

Students who have been absent have a week from the time they return to make up all the assignments they missed during their absence. This includes any tests or quizzes that were missed. Any assignments and exams not made up within the week will receive an NC. Special arrangements can be made for extended absences due to extenuating circumstances. Students are responsible for finding out what work they have missed.

SSR (Sustained Silent Reading)

Students will be asked to read silently at the beginning of class. Students should bring a book, magazine, or newspaper from home to read in class. Students will be given participation points for SSR and will be docked points for not having a book, for arriving late, or for talking during SSR. In addition to SSR, students should read at least 30 minutes every night.

Contacting Mr. Hogan

If you have any questions about these policies, please feel free to contact Mr. Hogan by e-mail at Hogan_Joseph@laoe.edu. While you can leave him a message with the front office, you will get a reply much quicker if you send your questions via e-mail. Do not leave a voice mail message for Mr. Hogan. He does not regularly access his voice mail. He will not get your message. Mr. Hogan is not able to meet with parents before or after school without an appointment. Appointments to meet with teachers can be made through the counseling office.