**­Advanced Placement Language and Composition**

**Disclosure Document**

**General Information**

**Instructor**: Ms. Timbre Greenwood

**Room**: #117

**Email**: tgreenwood@alpinedistrict.org

**Class Website:** http://tgreenwood.weebly.com

**English Dept. Website:** lehienglish.weebly.com

**Meeting Times**: By appointment only

**\*\* If parents need to speak to students during school hours, please contact the front office.**

**Please Do Not Call or Text Students’ Cell Phones During Class!!\*\***

**Objective:**

In the course description for AP English Language and Composition, the College Board states, “An AP English Language and Composition course requires students to become skilled readers of prose written in a variety of rhetorical contexts and skilled writers who compose for a variety of purposes.”[[1]](#footnote-1) This course is designed to help you to develop the skills that would be expected upon completion of a beginning-level college composition course.

**Course Description:**

“The AP English Language and Composition course focuses on rhetorical analysis of nonfiction texts and the development and revision of well-reasoned, evidence-centered analytic and argumentative writing.”[[2]](#footnote-2) Based on principles outlined by the College Board, you will be expected to read well, write well, and engage critically with text. Each member of the class will develop his or her voice, and you will learn from each other, read writing aloud, work collaboratively on revisions, and share thoughts, ideas, and observations with one another. Critical reading, writing, and thinking skills will improve as you work individually and in groups to analyze and expound upon important rhetorical concepts.

**Required Materials:**

It is assumed that you will have the following materials with you every day:

1. Paper, a blue or black pen and/or pencil: the teacher will be unable to provide these for student use.
2. Reading Material: Reading material must be brought to class *every* day.

**\*\* Note:** All major assignments are to be turned in typed on the computer in proper MLA format—double-spaced, in 12-point Times New Roman font, with **one-inch** margins—and on standard 8½ x 11 paper, unless otherwise specified. If this poses a problem, please see the teacher to work out a solution.

**Class Assignments:**

* Do them.
* If it’s late and turned in before school the next day, you will receive a **10% deduction**.
* If it’s late and turned in before the final assessment for a unit, you will receive a **50% deduction**.
* If you turn it in after the final assessment for a unit has been assigned, you will not receive any points.
* If you are absent and the absence is excused, you have one week to turn in your assignments, but I *highly* recommend getting on top of things before that.
* If you are absent due to a school-sponsored activity, all assignments are due *before* you leave. Any scheduled test must be taken *before* the next class period.
* It is expected that all writing assignments will be submitted with **near-perfect** MLA formatting. Simply “making it look like you know what you’re doing” will no longer cut it.
* Any form of cheating is unacceptable and will result in a zero for that test or assignment. Plagiarizing IS cheating, and it will also result in a zero and possible dismissal from the class.

**AP Exam:**

It is anticipated that all students taking AP English Language and Literature will take the AP exam at the end of the year. This year’s exam will take place on Wednesday, May 16, 2018 at 8:00 a.m. The fee for the exam is approximately $95 and will be due in the financial office in the spring. Dates will be given at a later date.

**Practice Exams:**

During the school year, you will be required to participate in two Full-Length AP English Language practice tests. Held on Saturdays, these tests serve to better prepare you with regards to testing atmosphere and structure, and they will help you to zero in on material that you will need to focus on before taking the actual AP exam. Students who utilize these practice sessions tend to do much better on the AP exam, and because of this, it is expected that you will attend at least one of these practice sessions a semester, which will reflect on your grade for second and fourth terms. This year’s practice exam dates will be: Saturday, December 2, 2017 or Saturday, December 16, 2017 AND Saturday, April 28, 2018 or Saturday, May 5, 2018. Please mark your calendars now, as nothing will excuse lack of participation in these exams, even if you do not wind up taking the actual AP exam.

**Attendance:**

* Come to class. Be on time.
* If you’re gone, it is *your* responsibility to get work that is missed while absent; ask me, ask a friend, check online.
* If you are truant, you will receive a zero for all assignments missed.

**Student Evaluation:**

 In this class, you will be evaluated based on major papers, daily assignments, the quality of class participation and involvement, and your AP preparation. All parts of this course combine to form a picture of your progress toward the end goal of increasing your ability to critically engage with the world around you. You will earn both numbered scores and grades on each AP prompt you take over the course of the year. The grades associated with the particular AP scores will vary throughout the year; as you work to build the skills needed to succeed, expectations will grow.

 Your performance in connection with important course elements will contribute to your final grade each term. Grades are to be *earned* in class. If you are willing to work hard, good grades will follow. Please be aware, however, that a “good” grade in this class may be an A-. Letter grades of A indicate *exceptional* work over the course of the term. If you or your parents are concerned about a grade, please feel free to make an appointment to see me, as trying to discuss grades during class time makes it difficult to maintain privacy and provide for sufficient explanation of missed assignments and/or concepts.

Grading Breakdown:

The breakdown of grades for each term is as follows:

|  |  |
| --- | --- |
| **50%** | **Daily Work:** This will include most homework, basic reading quizzes, and any other formative assignments. |
| **25%** | **Book Reports and Terms Tests:** These will be spaced out throughout each term, and specific instructions will be handed out in class. |
| **25%** | **Assessments:** This will include any assignment designed to test your final understanding including AP practice tests and timed writes. |

Grading Scale:

The grading scale for the English department is as follows:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A | 95-100 | B+ | 87-89.99 | C+ | 77-79.99 | D+ | 67-69.99 |  |  |
| A- | 90-94.99 | B | 83-86.99 | C | 73-76.99 | D | 63-66.99 | F | 0-59.99 |
|  |  | B- | 80-82.99 | C- | 70-72.99 | D- | 60-62.99 |  |  |

Because grades are instantly available to both student and parent and because I expect students to do all of their work to the best of their abilities, I will not round up grades. It is the responsibility of the students to work for the grade they desire with the support of their parents. Please do not approach the teacher and ask, “What can I do to get a higher grade?” in the last week of the term. Neither extra credit nor late passes exist in this class.

**Remediation:**

 Although this is an AP course, I am here to help you be successful in your work. If you find that you are struggling, look at the amount of time you are spending on the work to see if you are spending adequate time reviewing and reading the assignments. If you still feel that you are struggling with the material, PLEASE COME TALK TO ME. I want to help you, and I am more than happy to make arrangements to meet with you before or after school.

**Student Data Privacy:**

 Due to new requirements regarding student data privacy, a list of learning applications that are used in this class will be published on the class webpage at <http://tgreenwood.weebly.com/student-data-privacy.html>. This list is subject to growth, but every learning application used *will* appear on the website before it is used in class.

**General Rules:**

* For me, everything boils down to two things:
	+ Be respectful of yourself.
	+ Respect those around you, including the teacher.
* But since this will inevitably become an issue:
	+ Cell phones and other electronics are *not* to be visible without specific permission; electronic equipment of *any* kind is to be left in bags or lockers, out of sight. Per school policy, if visible, in use or not, phones will be confiscated and turned into the office, where you will need to pay a $5.00 fine to get it back. **The excuse, “My parents are supposed to call me” is NOT an acceptable one for having phones in my classroom. Parents, if there is an emergency during the school day, PLEASE call the office, not your student’s cell phone.**

**Personal Notes from the Teacher:**

 As a teacher, my number one priority is YOU, the student. All decisions that I make and all that we do in class are designed with your benefit in mind. I want nothing more than to make sure that we’ve *both* done our best to ensure that you have learned necessary concepts and skills throughout the course of the year. I will do all that I can to monitor your progress and intervene at any point, if I feel that there is anything that I can do to help you learn and grow. If, at any point, you feel yourself slipping or struggling in class, PLEASE come see me. I am more than willing to work with you after school or at lunch, to re-explain or re-teach concepts and assignments to you individually. Sometimes, it’s helpful to spend five minutes one-on-one with me, just to make sure that you “get it.” ☺

 Sincerely, Mrs. G.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dear Parents,**

 I am sincerely looking forward to the coming school year, and I am very excited about the things that are planned. I sincerely care about each of your students, and their progress is very important to me. If you ever have any questions or are concerned about your student’s progress, do not hesitate to email me. If your student ever has a question regarding homework or a test, have him or her email me! I check my email often enough that a response will be timely. In addition to that, I will keep my website up to date with assignments and instructions. Please make it a habit to visit this site, as it is there to enable your student to be successful in this class. It is truly my desire to have a working relationship with each of you so that we, together, can help in the academic growth of your child, and I look forward to getting to know you over the course of this year.

Sincerely,

Mrs. Timbre Greenwood

Student’s Last Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class Period: \_\_\_\_\_\_\_

Student’s First Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**AP English Language and Composition**

**Disclosure Document**

**Parental Acknowledgement Form**

Please print and fill out the information below as completely and neatly as possible. Sign in the necessary places indicating that you have read the entire Disclosure Document for AP English Language and Composition and understand/accept the requirements for this course. Bring the signed paper to Mrs. Greenwood next class period, as students’ work will not be entered into Skyward until this completed form has been returned.

**First Parent/Guardian Contact**

|  |  |
| --- | --- |
| Name: |  |

|  |  |
| --- | --- |
| Relationship to Student: |  |

|  |  |
| --- | --- |
| Email: |  |

|  |  |
| --- | --- |
| Phone Number: |  |

**Second Parent/Guardian Contact**

|  |  |
| --- | --- |
| Name: |  |

|  |  |
| --- | --- |
| Relationship to Student: |  |

|  |  |
| --- | --- |
| Email: |  |

|  |  |
| --- | --- |
| Phone Number: |  |

|  |  |  |
| --- | --- | --- |
| Is there a computer in the home? | Yes | No |
| Is there internet access in the home? | Yes | No |
| Is there a printer in the home? | Yes | No |

Student’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

1. College Board. *English Language and Composition Course Description: Effective Fall 2014*. New York: College Board, 2014. Web. [↑](#footnote-ref-1)
2. College Board. *English Language and Composition Course Description: Effective Fall 2014*. New York: College Board, 2014. Web. [↑](#footnote-ref-2)