

**English 3 Syllabus**  
**Mrs. Shelby Lofthouse**  
**Brazos High School**  
**slofthouse@brazosisd.net**  
**Conference Period 2:58:3:45**  
**Remind Code: @4k7c2c9**

**Course Description: Course Goals:**

- 1. To provide all students with the skills necessary to read critically, write analytically, and communicate effectively in preparation for any career field.**
- 2. To provide each student with the knowledge and skills to demonstrate advanced proficiency in reading, writing, speaking, and listening.**

**Supplies**

- Writing Utensil (blue or black pen or pencil)
- Composition Notebook
- Spiral Notebook
- Highlighters
- Index Cards (4x6)
- 3x3 Post It Notes

**You will be required to have all of these supplies every period, no exceptions.**

**Expectations**

- As a student in this class, I expect you to be motivated to learn. I will try to present the material in a way that is understandable and interesting. If it is not, please come talk to me, raise your hand in class, or email me. If you do not understand, there is probably someone else in the classroom who doesn't understand either.
- Arrive in class ready to learn, having completed any reading assignments and homework. Bring all necessary materials and supplies. Make sure you are well-rested, as you will not be allowed to sleep or put your head down during class.
- Respect the rights, property, and opinions of others. Request permission before speaking, leaving the room, or touching others' belongings. Clean up after yourself and leave the classroom tidy. Cooperate with your teacher and classmates in discussions, group work, and projects. While lively debate is encouraged, rudeness and disrespect are unacceptable.
- Seek help when needed and attend tutorials if you're falling behind. I will supply you my tutorial schedule during the first week of school. Keep track of your books and assignments, and submit your work on time. Challenge yourself and take responsibility for your grades and actions. Ensure that you and your parents regularly check the grade portal to stay updated.

**Classroom Procedures**

**Before Tardy Bell:**

- Turn in your cell phone to the cell phone holder or put it in your backpack. No exceptions or excuses.
- The warm-up will be on the board when you arrive in class. As soon as the bell rings, you should start working. I do not need to ask you to get started. This will be completed in your composition notebook.

**During Class:**

- If a student is tardy to class, the student will be marked tardy. Please do not disrupt class to argue your case. We will follow the guidelines from the student handbook.
- Restroom- Students are not allowed to leave during instruction. When you are working individually is when I might allow a student to go.
- Classroom participation is extremely important and it will be expected of each student.
- I expect students to be familiar with and follow the rules outlined in the Brazos High School Student Handbook and Code of Conduct.

**Class Dismissal:**

- I will release you to get your cell phone from the cell phone holder 3-5 minutes before the bell rings.
- I will release the students from class, not the bell. Do not leave the classroom until I say, "Have a great day!"
- No gathering at the door.

### Consequences for not following daily procedures and school rules

To ensure an environment conducive to success and learning for all students, there will be consequences for disruptive, disrespectful behavior. This process is outlined in the Brazos High School Student Handbook and Code of Conduct. I will do my best to communicate with parents before referring a student to the office for discipline; however, severe infractions will result in an automatic referral.

### Grades

A minimum of two grades per week will be taken per grading period.

No one grade or assignment can count more than 20%.

Essays / projects will be graded based on a rubric that was given with the assignment.

Minor Grades: 60%

Major Grades: 40% (at least 2 major grades will be given per grading period)

### Homework

Students are expected to meet their due dates on all assignments and homework.

- Assignments turned in late will have points deducted each day.
  - 1 day late= 85%
  - 2 days late= 70%
  - More than 2 days late= 50%

**These deadlines may be adjusted for special education and 504 students with the extended time accommodation.**

### Retakes

You may retake a major test / project / essay / quiz if the grade is a 69 or below. Students will receive the test and an individual progress report simultaneously so the student understands how their grade is affected. All requirements to raise an exam score as given by the teacher must be completed by the student by the end of the grading period. The highest grade a student can earn on the retest is a 70. The student must make an appointment with the teacher to schedule their retest appointment.

### Academic Honesty (Plagiarism and Cheating)

Plagiarism is taking someone else's words and passing them off as your own. This includes copying from books, magazines, or other printed materials, downloading and using material from the internet, or copying another student's work. If a student allows their work to be copied, both students are equally at fault. Plagiarism hinders a writer's development of necessary skills and is unfair to those who work hard to produce their own work honestly. Unless explicitly stated that collaboration is allowed, all work submitted must be entirely your own. Any evidence of copying, such as similar papers or plagiarized content from published sources, will result in serious consequences for both the copier and the original author: a zero on the assignment, a call to parents, notifications to coaches and extracurricular sponsors. If a student is caught more than once, all previous consequences apply as well as consequences from administration. It is wrong to share answers, rewrite someone else's answers, divide questions among students and share answers, email or discuss answers on social media, or text questions and responses to others. **Additionally, using AI tools to generate or complete assignments is considered plagiarism and will be treated as such.** If you have any questions about cheating, please refer to the Student Code of Conduct Handbook. **These policies will be strictly enforced.** Trust is given freely but can be lost through dishonest actions, creating a difficult situation to mend. Violations will require effort to rebuild trust. Consider this your formal warning about the consequences of academic dishonesty.

### Attendance / Make – Up Work

Make every effort to be in class. When you are not here, class will be going on as usual. It is **YOUR** responsibility to pick up your missed work. Work will be posted in Google Classroom on a daily basis. If you need a paper copy of the assignment, please see Mrs. Lofthouse. **Any missed test or project that was already assigned before the absence is to be made up or turned in the first day you return to school.**

### Illness:

If you are absent due to an illness, please have someone pick up your assignments for the day. According to the student handbook, you have two days to make up assignments after returning from an absence. This applies only to new work assigned during your absence. Any previously assigned work is due the day you return. Keep an eye on Google Classroom for your assignments. They will be posted for your daily.

**Planned and Extracurricular Absences:**

When you know in advance you will be absent or participating in an extracurricular activity, you are expected to request your assignments prior to leaving. **Previously assigned homework is to be turned in before you leave.**

**Telecommunication Devices:**

*Brazos High School Student Handbook Page 68-69*

If a student uses a telecommunications device without authorization during the school day, the device will be confiscated.

Consequences are as follows:

1st Offense- If a student uses a telecommunications device without authorization during the school day, the device will be confiscated. The student or parent may pick up the confiscated telecommunications device from the principal's office for a fee of \$15, or the student may wait three days and pick the device up without paying the \$15 fee.

2nd Offense- The device will be confiscated and the will be kept for three days and the student or parent may pick up the device from the principal's office for a fee of \$15, or the student can wait eight days and pick up the device without paying the \$15 fee.

3rd Offense and subsequent- The device will be confiscated and will be kept for six weeks and the student or parent may pick up the device from the principal's office for a fee of \$15, or the student can wait an additional two weeks and pick up the device without paying the \$15 fee.

Note: During the time that a student's electronic device is in the school's possession due to not following the telecommunications guidelines, the student is prohibited from bringing another electronic device to school. If a student does bring another electronic device during the period that the other device is being held due to not following the guidelines by the school, it will be confiscated and kept according to the student handbook.

# English 3 Acknowledgement

I have read and understand the requirements and policies for English Honors 1 as outlined in the syllabus, the Policy on Cheating and Plagiarism and Brazos ISD's Technology Policy. I am aware that I may direct any questions to Mrs. Shelby Lofthouse.

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Student Printed Name

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Student Signature

Student's email: \_\_\_\_\_

Date: \_\_\_\_\_

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Parent/Guardian Printed Name

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Parent/Guardian Signature

Parent's contact #: \_\_\_\_\_

Parent's email: \_\_\_\_\_

Date: \_\_\_\_\_