**Guidelines for Student Conduct**

**KEYS TO SUCCESS** The Student will be responsible to :

**Course Goals**

**(from Course Outline)**

* Students will be able to develop their skills in reading, writing listening, speaking, and thinking through in-depth study of literature in a variety of genres and through researching informational materials
* The Curriculum is based on the California State Standards for English Language Arts. For access to the Full text of the standards, go to www.nusd.org.



**Course Objectives**

Students will experience and learn to:

* Read historically and culturally significant literature critically, and do so on an independent basis
* Write narratives, responses to literature, expository essays, persuasive and business correspondences
* Learn the basic principles of research, write coherent and focused texts, speak with a command of standard English conventions and boaden their use of vocabulary

**Progress Reporting**

**(from board policy)**

Grades shall be reported at the end of each progress reporting period for all students. Progress reports will be mailed home and/or accessible to parents online approximately every five/six weeks. Whenever a student falls below a C- after the second Progress Report for either semester, the teacher shall arrange a conference with the student’s parent/guardian and/or send a written report

**Personal Note/Welcome**

Dear Students,

Welcome to Creative Writing. I‘m passionate about the content of this class and about helping you develop your writing skills. We read amazing authors and craft countless original works. This class is about your writing!

Because we exchange ideas in this class through discussions and writing, your participation in class is critical to our understanding of the texts we read and you will be given credit for your efforts. We respect what others say, yield to the speaker, and never scoff or ridicule someone’s ideas or questions.

I am available every day before

and after school provided you sign up in advance to meet with me. You

can call my extension or send me an e-mail and I will respond as soon as I can. However, I am very busy, so immediate attention to your issue via e-mail or phone can not be guaranteed. It is best to contact me in person if something is urgent.

Please read this handout carefully and keep it safe in your binder as a reference. You will learn about rules, grading policy and procedures.

You can improve your English skills this semester with enthusiasm and dedication. Your success in this class is contingent upon your approach to learning. Set goals, take responsibility, work hard, ask questions. I will help you navigate a vast sea of ideas but you truly sail your own vessel—be prepared to be tossed about. I will work doggedly to help you refine and improve your reading and writing skills for the purpose of preparing you for your next step, wherever that is.

**-- A. Williams**

Reading

Writing

Speaking

Listening

Viewing

Creative Writing

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* Create a positive, comfortable learning environment in the classroom.
* Respect every member of the class, by using appropriate language, by paying attention when another person is speaking, and by raising his/her hand to speak.
* Complete all assignments on time to the best of his/her ability.
* Obtain and complete make-up work on time—one day for each day absent.
* Listen to and follow all directions given by the teacher, asking for clarification if he/she does not understand the directions. (NOTE: Refusal to follow directions constitutes interference with the educational process and will result in disciplinary action.)
* Come to class on time and be in his/her seat when the bell rings.
* Be prepared. Bring his/her textbook, notebook, and a writing implement, a pen AND pencil, and any other required materials(as assigned by the teacher) to class each day.
* Leave ALL food, drink, and outerwear in his/her locker.
* LEARN and THINK independently as well as cooperatively
* Turn cell phones off and stow in your backpack.

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