

James Clemens High School

11306 County Line Road
Madison, AL 35756



Phone: 256-216-5313

Email: apmason@madisoncity.k12.al.us

Course Syllabus
ACT Prep - Flight 24/25
Instructor: Angela Mason

Dear Parent/Guardian,

I look forward to having a great semester! I feel fortunate to have your son/daughter in my class. This class is rigorous, but the students will learn and have fun too! Please read the syllabus & course policies with your student. Feel free to contact me with any concerns.

Thank you,
Angela Mason

My child and I have read and discussed the classroom syllabus.

Student Name (Print) _____ Date _____

Student Signature _____ Date _____

Parent/Guardian Name (Print) _____ Date _____

Parent/Guardian Signature _____ Date _____

Email Address(es) _____

Phone number(s) _____

Cell

Home

Work

Is there anything else I should know about your child? _____



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ACT Prep - Flight 24/25
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Course Description:

This open enrollment course provides all students with necessary test-taking skills and content knowledge to either prepare them for or to improve their ACT scores and will include diagnostic testing, direct instruction, and practice tests of ACT.

Course Objectives:

This course is designed to improve students' critical thinking, math, reading, and composition skills, which will prepare them not only for the exam(s), but also increase overall test scores.

Classroom Rules and Expectations:

1. Come to class prepared & with all necessary materials. Be present in class & not distracted (this includes phone usage and random websites when you have an assignment to complete). Please use the restroom, fill up water bottles, and handle ALL business prior to our class.
2. Be in your seat and ready to go when the bell rings / when class starts. STAY seated unless permission is given otherwise (please walk all trash to the trash can. Do NOT throw Anything across the room).
3. Treat each person in the class with dignity and respect. Treat others as you would like to be treated. If you utilize any of my materials, please return them just as you found them. Additionally, take all trash with you when you leave, and push your chair under the table.
4. Raise your hand and wait your turn to speak during whole class instruction or discussion time.
5. Follow all procedures and policies as outlined by James Clemens and by the Madison City Schools handbook.
6. Accept responsibility for your actions. Weekly agendas are posted to Schoology. If you miss a day or know you are going to miss a day, please check Schoology. There are some Activities that will be completed on paper. It is up to you to make sure you have all Assignments and handouts.

MCS Phone Policy: Cell phones and earbuds/headphones will not be allowed to be used during classroom instruction time. Phones and earbuds/headphones will be put away in a location designated by the teacher and placed in silent mode. In secondary schools, students will have access to their phones and earbuds/headphones outside of classroom instruction time, such as between classes and lunch. Failure to follow these procedures will result in a disciplinary referral to the office.

**Devices will be returned at the end of class, i.e., students will not be allowed to take their phones to the restroom.

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Classroom Management Plan:

- Verbal Reprimand
- Conference with student with parent contact
- Withdrawal of privilege(s) with parent contact
- Other consequences determined to be reasonable and appropriate by the school administration.

Unacceptable behavior can be categorized as disruption, disrespect, and defiance. Unacceptable behavior will not be tolerated.

Accommodations: Requests for accommodations for this course or any school event are welcomed from students and parents.

MCS Technology Policy: If technology is needed in the classroom, then school issued chromebooks must be used. Personal electronic devices can only be used at the teacher's discretion. The teacher will use Turnitin.com and GoGuardian to monitor student use of devices and the originality of their work.

Concerning Laptop Utilization: Student laptops should not be hard-wired to the network or have print capabilities. 2. Use of discs, flash drives, jump drives, or other USB devices will not be allowed on Madison City computers. 3. Neither the teacher, nor the school is responsible for broken, stolen, or lost laptops. 4. Laptops and other electronic devices will be used at the individual discretion of the teacher.

Turnitin Notice: The majority of writing assignments in this course will be submitted to Turnitin via the Schoology learning platform. The primary focus of this software is to help students become better writers and scholars. Turnitin generates a report on the originality of student writing by comparing it with a database of periodicals, books, online content, student papers, and other published work. This program will help students discern when they are using sources fairly, citing properly, and paraphrasing effectively - skills essential to all academic work.

Students will have the opportunity to review their Turnitin originality report and will have the opportunity to make revisions before submitting their work for grading. Once their work is submitted, teachers have the opportunity to view the student's originality report and grade accordingly.

Grading Policy:

Test and quiz grades will account for 70% of the 9-weeks grade, with the remaining 30% being determined by daily grades. The grading scale is as follows: A (90-100%), B (80-89), C (70-79), D (65-69), and F (below 65). Grades will be a reflection of mastery of the standards. Make sure all absences are excused as class work can be made up and graded for excused absences only. The final exam counts for 20% of the final grade.

Grading: Students must have a personal account on the following websites:

- [Schoology/Prep Factory](#)

Without these accounts, students will not be able to view content/ lessons and complete/submit assignments for grading.

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Make-Up Work Policy:

Students should schedule to take make-up tests & quizzes. After two weeks, a zero will remain per board policy.

Course Materials:

- 3 ring binder with dividers
- ACT Prep Materials (provided)
- Red pen, black pen, paper, & highlighter



9 – WEEK PLAN*

Week 1	<p>Test Diagnostics Introduction to Test Prep:</p> <ul style="list-style-type: none"> - Syllabus Rules, Expectations, Policies, Ice Breaker, Vocabulary - ACT Overview - Introduction to English portion of ACT
Week 2	<p>Continue English/Review English:</p> <ul style="list-style-type: none"> - English Strategies – Review some tips for tackling the English section of the ACT - Vocabulary, Practice Sets, Quizzes, Full-length Practice Test
Week 3	<p>Introduction to Math</p> <ul style="list-style-type: none"> - Math Strategies – Review some of the math concepts assessed by ACT and useful strategies for determining answers when you are unsure of how to work the problem - Vocabulary, Practice Sets, Quizzes, Full-length Practice Test
Week 4	<p>Math Review</p> <ul style="list-style-type: none"> - Review the Math concepts, formulas, and strategies - Vocabulary, Writing Practice, Practice Sets, Quizzes, Full-length Practice Test
Week 5	<p>Introduction to Reading:</p> <ul style="list-style-type: none"> - Reading Strategies – Review some tips for tackling the Reading section of the ACT. - Vocabulary, Practice Sets, Quizzes, Full-length Practice Test
Week 6	<p>Reading Review</p> <ul style="list-style-type: none"> - Review Reading strategies - Vocabulary, Writing Practice, Practice Sets, Quizzes, Full-length Practice Test
Week 7	<p>Introduction to Science</p> <ul style="list-style-type: none"> - Science Strategies – Review the Science section of the ACT - Vocabulary, Writing Practice, Practice Sets, Quizzes, Full-length Practice Test
Week 8	<p>Science Review</p> <ul style="list-style-type: none"> - Review Science Strategies - Vocabulary, Practice Sets, Quizzes, Full-length Practice Test
Week 9	<p>Developing the Essay</p> <ul style="list-style-type: none"> - Review critical strategies for composing the ACT essay. - Vocabulary, Practice Sets, Quizzes, Full-length Practice Essay

*** This syllabus serves as a guide for both the teacher and student; however, during the term it may become necessary to make additions, deletions or substitutions.**