


Teacher Contact Information

Instructor: Dr. Stephanie Graham, Ph.D.

Room :214

Google Voice Phone#: 762-233-6395

Email:grahast@richmond.k12.ga.us 

Canvas: Use your Canvas Inbox to send messages

Remind Communication

Students and parents, please join to receive class messages by sending a text to 81010 with the assigned code.

All Classes: @dwdrg

Join with your first and last name.

No nicknames.

SUPPLY LIST:

Fully Charged Laptop Daily
Black & Blue Ink Pens
College Ruled Paper



**NO FOOD OR
DRINKS IN THE
CLASSROOM**

Hall Passes

Students are encouraged to use the restroom, retrieve belongings, and take care of any their personal business prior to entering our class. Passes are only written for emergencies or on a case by case basis. Dr. Graham will not write passes for students to visit other teachers during class time. Please plan accordingly. Accommodations will be made for students with health challenges and the proper documentation.



Course Overview

This course focuses on developing and refining dramatic writing skills for theatrical media, with a special emphasis on creating works for film and television. Students will cultivate a "writerly stance" by engaging with texts and visual media from a writer's perspective. Through reading, viewing, and analyzing various works, they will gain insights into the construction process of dramatic narratives.

Attendance

Attendance will be taken daily during each period. All students who report to class 15 minutes after the bell rings will be marked absent. Another teacher can not grant you permission to miss this class for any reason. Students are expected to arrive to class on time.

Homework Policy & Grading Scale

Students are expected to complete assignments by the end of the class period. If additional time is needed, students will be permitted to complete the remainder of the assignment for homework and submit at the beginning of the class period the next day.

Richmond County Grading Scale

90-100	A
80-89	B
75-79	C
70-74	D
69 & below	F

Grades will be posted weekly in Infinite Campus.

Grading Distribution

60 % Minor Assignments
40 % Major Assignments

Grades will be posted weekly in Infinite Campus with assignment feedback.

Students are expected to complete ALL coursework in a timely manner. Dr. Graham has total discretion of the assignments she will grade.

Cell Phone Policy

Cell Phones & Smart Devices: Under the terms of the RCSS cell phone and electronic devices policy, all cellular phones, smart phones, smart watches, any type of headphones, earbuds, and other devices or accessories used to electronically communicate are considered personal electronic communications devices and will be referred to as “cell phone(s)” and/or “electronic communication devices” throughout this policy. **The use of cell phones, electronic communication devices and/or accessories is prohibited for all students at all times during the instructional day, which is defined as the time the student arrives on campus until the end of the school day and/or the time the student leaves campus.** The instructional day includes, but is not limited to, class periods, class changes, study halls, and any other structured or non-structured instructional activity that occurs during the normal school day. Students are not allowed to use cell phones in the common areas, hallways, restrooms, locker rooms or any other areas during the instructional day. Cell phones, electronic communication devices, and/or accessories must be turned completely off (not on silent or vibrate mode) and put away out of view (as directed by school administration) during the instructional day, as defined above. Emergency calls may be made in the main office. Parents may contact their children by calling the school’s main office. School office staff are able to relay emergency messages from parents to students. Miscellaneous messages cannot be delivered during the school day; students should discuss their appointments and other activities with parents/guardians outside of school instructional time.

Classroom Expectations

The overall classroom expectations are:

- **We report to class on time.** Make it a habit to report to class prior to the bell ringing. Be early and you will never be late.
- **We are prepared.** Students should report to class with all necessary supplies. They should also sit in their assigned seat without reservation. Bell ringers should be completed at the beginning of class. All assignments should be submitted on time.
- **We are respectful to all.** Students should show respect to themselves by respecting authority, as well as their peers while in class. Disrespect in any form will not be tolerated.
- **We have a positive attitude.** This classroom has a positive atmosphere. Shift your thinking to see the good in every situation.
- **We communicate.** It is your responsibility to communicate with me to make up any assignments or if you have an emergency to arise. Methods of communication are found on page 1 of this document..
- **Academic Honesty:** Plagiarism is not allowed in any form. If plagiarism, cheating, or the use of AI software is detected, the student will receive a severe point deduction on the given assignment. Students are expected to complete all assignments in their own words.
- **The RCSS Code of Conduct will be implemented in its entirety.**

Positive Mind.
Positive Vibes.
Positive Life.



Make Up Work Policy

Students are expected to make-up assignments and assessments that were missed due to absence from school. Students are responsible for asking teachers for the make-up work upon returning to class. Make-up work should be completed by the student within the time specified by the teacher. Teachers should provide reasonable timelines for completing make-up work. Generally, such work should be completed within 5 days of returning to school. A student should not be required to take a quiz or test on their first day back to school if the assessment was first-announced during their absence. Graded assignments should be scored to accurately reflect the level of mastery of standards.

1. If you are absent, it is your responsibility to complete your make up work in Canvas within 5 days of your absence.
2. Majority of the assignments will be given in Canvas.
3. Check in to ensure you have received all missing assignments from Dr. Graham once you return from being absent.

Relearn/Reassess Plan

As minor assignments are graded, the teacher will assess if reteaching is needed (more than 20% of students fail assignments). Reteaching will include, but is not limited to, one of the following: Progressive Learning lessons, learning stations, and reteaching through teacher led instruction. Reminders for missing assignments will be given to students via verbal communication, Remind, and Canvas messages. Assignments in Canvas will remain open to be redone or turned in for a better grade. Students who fail or are missing a major assignment must attend two FEV tutoring sessions and sign up for a time after school with Dr. Graham.

Tutoring/Extra Help

- If students are in need of tutoring, they may schedule an appointment with Dr. Graham to meet afterschool to receive additional assistance if needed.

Late Work Policy

Students are expected to submit assignments on time. Multiple incidents of late work may result in teacher-student-parent conferences to examine and correct the student's work habits through an academic contract. Students in grades 6-12 may have their scores reduced by 5% per school day for a 25% maximum reduction (five school days). Late work submitted after the fifth school day will only be accepted at the teacher's discretion. Completing work in a timely manner during the learning unit is essential for academic success. If the score is reduced for late work, the teacher must make a notation in the Infinite Campus comment section of the gradebook to reflect the reduction for late work. Students and parents should refer to the teacher's course syllabus for specific late work procedures.

YOU
CAN
DO THIS!

BE KIND TO
YOURSELF.
THEN RADIATE
KINDNESS
TO OTHERS.

