

## Course Syllabus

**Bienvenidos Estudiantes!**

**Welcome to Spanish I. I am looking forward to a wonderful year with you. I hope that you are ready to work hard at being successful in this class. I have very high expectations for you and I expect you to do you very best. Always remember to be prepared and follow directions. If you ever have any questions or need help, please let me know.**

**Gracias,**  
*Profesora Myers*

### **Materials Needed:**

1. 3 ring binder (no exceptions): divided into 4 sections (bellringers, notes, vocabulary, graded work)
2. Textbook – Realidades textbook and workbook
3. A pocket folder with 3 holes punched
4. Pens or Pencils

\*\*\*Optional but recommended: Spanish/ English dictionary

\*\*\* You are required to have all of these materials in class daily.

### **Classroom Rules**

1. Enter the class quietly and immediately begin the bell ringer.
2. **Absolutely** no talking while the teacher is teaching the class, or speaking with a visitor.
3. If you have a question about an assignment, always ask the teacher not another student.
4. Do not put your head on the desk during class.
5. Do not work on other homework or class assignments during class.
6. Cell phones and other electronics should not be used or visible during class.

### **Consequences**

1. Warning and lunch detention.(Contact Parents)
2. Contact parents and discipline referral.

### **RCTCM World Language Policies and Procedures**

#### **Attendance/Tardies/Makeup- work**

-Attendance will be taken daily. If you are absent, you will have two of your class meeting days to make up any graded work, after you return. This includes all tests, quizzes, and/exams, and daily classroom assignments.

**Note: It is your responsibility to ask me for any work that you missed at the END OF CLASS. There is an area in the classroom that will provide you with your missing daily assignments.**

**Tardies-** If you are not in the class and seated when the tardy bell rings, you will get a tardy write up.

#### **Food**

-Do not bring food or drinks in the classroom.

## Cheating

- If you are talking or sharing answers during a **graded assignment** (class work, test, quizzes, etc.), **without permission from the teacher**, you will receive a 0 for that assignment. **Unauthorized use of language translator/interpreter is also considered cheating.**

## Student Evaluation:

A grade will be given for each assignment given in class daily. It is very IMPORTANT that students COMPLETE all given assignments daily. Daily assignments will include but are not limited to the following activities; **daily participation, homework, tests, compositions, speaking, reading, and listening exercises.**

**Late Assignments:** All assignments that are submitted late will have points deducted from the final grade. The amount of points deducted will be decided by the teacher. Assignments that will be accepted late will be decided by the teacher. General daily classwork assignments and homework assignments **will not** be accepted late, and student will receive a grade of 0 for those assignments if they are not submitted on time.

**Tutoring:** Flexible tutoring hours are available. Please schedule a tutoring session with your teacher one week in advance.

## Retake Policy

Students are only allowed to retake tests. In order to retake a test, students must arrange with the teacher a time before or after school to take the test. There will be 2 types of test retakes.

- **Type 1: Test Corrections:** Students who score a 75 or higher on a test will be allowed to make test corrections and have half of the points that were deducted from their original grade added back to their grade.
- **Type 2: Test Retake** : Students who score below a 75 will be required to follow the following steps.
  1. Complete a Test retake form and have your parents sign the form.
  2. After you have returned your retake form, you must attend a tutoring session with the teacher and then you will be allowed to retake the test. The retake test will not be the same test that was originally given.

## Grading

Percentage	Assignment
30%	Tests/ Projects
30%	Quizzes
20%	Classwork/Homework
20%	Participation

1. **Participation** :A participation grade will be given weekly or biweekly (Five points will be deducted from your participation grade for each of the following: Talking during instructional time, Not having your book, workbook and/or notebook, not participating in class activities or sleeping in class.)
2. **Communication**: In this class we will use the RCTCM class webpage and other online platforms such as, classzone.com, remind101, schoology, and RCBOE email for home-school communication and many assignments.

# Parent and Student Signature Page

**I have read the course syllabus for Spanish I. I understand the rules, policies and procedures of this class and I will follow them at all times. If I have any questions I will contact Mrs. Myers for further assistance.**

**Print Student Name** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Name** \_\_\_\_\_

**Print Parent Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent information:**                      **Phone number:** \_\_\_\_\_

**Email:**  
\_\_\_\_\_