(Students keep this page!)

Teacher: Ms. Thomas
Room: 207
email: rthomas2@sandi.net

Course Title:
Spanish 3-4

WELCOME TO SPANISH 3-4!!

Course Description
- Spanish 3-4 is a high school foreign language course included among those required for high school graduation and college entrance. Students are expected to reach the same level of proficiency as required in a Spanish 3-4 class taught in high school. Therefore, the class is taught at the same pace and level of difficulty. In Spanish 3-4, students will learn present, present progressive, preterit, and imperfect verb tenses. The focus of this class will be on oral proficiency, writing, and comprehension. Students should expect to dramatically increase their Spanish fluency, vocabulary, and writing proficiency over the course of the school year. Students should earn a minimum grade of "approaching Standard" (Equivalent to C a by our previous grading standards), or above to be prepared for Spanish 5-6. District policy requires that all Spanish semester grades be permanently added to the high school transcript.

California State Standards
- The Foreign Language Standards can be accessed online at: https://www.cde.ca.gov/be/st/ss/documents/worldlanguage2009.pdf

Classroom Behavior Standards and Consequences
1. Students are tardy if they are not in their seat when the bell rings.
2. Students must always ask permission before leaving their seat.
3. Students must respect the property of others.
4. Students must maintain a safe, comfortable, and friendly class environment for everyone.

Consequences: I will use a restorative approach to address student behavior. Disciplinary measures, such as referrals, will only be used a last resort or, in extreme cases where school/district protocol requires that I do so.

Homework Goals and Expectations
Students should expect to have homework Monday through Friday. Homework will consist of oral practice as well as assignments from the workbook. Completing homework on time is essential in order to complete class work successfully and receive a satisfactory grade of "Approaching Standard" or better.

Grading Policy and Practices
Students will be graded on oral and written daily drills in class, oral tests, written tests, and verb tests. Students who do not pass their assessments will be given one opportunity to retake on a make up day determined by the teacher. Homework, classwork, and class participation will not be included in a final grade and therefore, no make ups will be given. However, please note that completing these are crucial to passing the assessments.
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**Attendance/Make up/Tardies**
Daily attendance is crucial to achieve success in Spanish 3-4 as students need to be present for class drills in order to be able to do their homework and pass assessments. It is the student’s responsibility to get the missed assignment from me when they return from an absence. They should also copy the classwork and homework they missed from a classmate into their agenda or refer to the homework link on my “Landing Page”. Students who are late to class will be marked tardy. If a student is consistently tardy, their citizenship grade will be affected.

**Department Focus for Reading**
Students will have daily practice at reading in Spanish and developing pronunciation and fluency.

**Department Focus for Writing**
Students will also have daily practice at writing in Spanish to develop their writing proficiency.

**Academic Integrity**
Attn. Students: You are expected to do your own work. In college, the consequence for plagiarism or cheating is an automatic F for the course or expulsion from school. It is very important that you learn how seriously this is taken. Therefore, copying and, or cheating, *(This includes allowing someone to cheat from you)*, will result in a zero for the assessment and there will be no opportunity for make-up. If you are not prepared for a test, please choose an appropriate solution (i.e. get the grade you earned honestly and retake the test on the make-up day or, communicate this to the teacher to see if other options are available).

*(Parents keep this page!)*

**Note to Parents**

**How to Communicate with Teacher:**
The best way to contact me and receive the quickest response is via email: rthomas2@sandi.net
Phone calls are not permitted to our rooms during class time.

**Sending Email:**
When sending email, remember to type your child’s name in the memo. If your email does not include this and your email address is unrecognizable to me, it may be erased without being read due to concerns of spam mail.

**Classroom Materials (recommended):**
The following materials are recommended for this class for students to be fully prepared and organized. Students will not be graded down for not having these materials.

1. Index cards (highly recommended!) This is very helpful when learning vocabulary!
2. a one-subject, college-ruled notebook
3. 2 red felt tip pens
4. Spanish/English dictionary (not essential, but helpful if your child wants to expand their learning on their own.)

Back to School Night:
I encourage parents to attend “Back to School Night” if possible. During this event parents are informed of class procedures and routines, grading policies, and methods of parent/teacher communication specific to each class. This will help to eliminate any misconceptions of how each class functions.

Academic Integrity
All students are expected to do their own work. In college the consequence for plagiarism or cheating is an automatic F for the course or expulsion from school. It is very important that students learn how seriously this is taken. Therefore, copying and, or cheating will result in a zero for the assignment and there will be no opportunity for make-up. If you learn that your child is not prepared for an assignment or test, please encourage him or her to choose an appropriate solution (i.e. get the grade they earned honestly and retake the test on the make-up day or, communicate with the teacher for other possible options).

(Parents keep this page)

How can I help my child be successful in school?
1) Expect to be given a progress report by your child every 6 weeks. If you do not receive one, call the school to follow up.

2) If your child earns an academic or citizenship grade that is below your level of expectation or has a history of earning below average grades, start contacting teachers from the beginning of the school year. Please do not wait for the teacher to call you first. Chances are the pattern will continue without early intervention. If intervention is successful and grades improve, don’t back off. It is common that grades will fall again if you do.

3) If your child earns a below average grade on a progress report, set up a parent conference with the teacher/s, and counselor as soon as possible for a plan of intervention. Please be consistent in making sure your child follows the plan. PLEASE DO NOT WAIT UNTIL THE END OF THE SCHOOL YEAR TO ASK HOW YOUR CHILD CAN IMPROVE AN “F” GRADE THAT HAS GONE ON ALL YEAR. Early intervention is important. Extra credit will not be assigned.
4) Have a set time and quiet location for students to complete homework every day. If your child consistently tells you that they have no homework or have already done their homework but have poor grades, chances are they are not doing it. Even if they do not have homework, create something academic for them to do during that homework time. It is important for them to establish good study habits and practice improving their skills. Ask me for additional work or ideas for days when they have no other homework. Students should know that every day from (ex: 5:00-6:00 pm) I have to work on something academic even if I don’t have homework that day.

5) It is a good idea, but to your discretion, to inform teachers if your child is experiencing any emotional hardships due extenuating family or school issues as this can affect learning. I can do my best to accommodate them during their difficult time if I am aware of it. If I am not aware, then they will be held to the same expectations as all other students.

HOW TO STUDY FOR SPANISH

VOCABULARY:
Preparation for oral tests: Flash cards are very useful for studying vocabulary. Write each word in Spanish on one side and the English translation on the opposite side. Study only 3 to 5 new words per day, depending on how easy it is for you to retain information. Practice saying the word aloud. Have a parent or friend quiz you using the flash cards or you can quiz yourself. (It is only helpful if you read/say the words aloud. Reading silently is not helpful in retaining information.) Add 3 to 5 new words each day, including the ones from the day/s before until you learn them all. Once you learn them, study your flash cards once during your homework time and once more before going to bed each night until your testing day.

Preparation for written tests: Once you have all vocabulary words well memorized, begin practicing your spelling by writing each word in English, on a sheet of paper in a spelling test format. Write the Spanish translation, then use your flash cards to correct your spelling errors. Do not erase your spelling errors. Write the correct spelling, with a different color pen, next to the incorrect spelling so you can see your mistake. Study your corrections and repeat the process until you have no errors. Do this every night until your testing day.

DIALOGUE PACKETS:
Preparation for oral tests: Begin by reading the Spanish version of the dialogue aloud to practice pronunciation. Then begin memorizing five sentences per day by translating them over and over until you can translate them with ease. The next day learn five new sentences in addition to those you studied the night before. Do this daily until your testing day. Always spend a couple minutes running through all of you information one more time right before you go to bed.

Preguntas y Respuestas:
Follow the same process you used to study your dialogue. (Note: this cannot be accomplished without first learning the dialogue!)

**Practicing for written tests:** Using a lined sheet of paper, write out each question, skipping two lines between each question. Practice writing your answers and correcting them with a different color pen, using your answer key. Do this repeatedly until you can do them correctly with ease. Start by learning approximately three questions per day (five if the questions are easy).

**NOTE:** You cannot achieve Spanish proficiency or pass Spanish by cramming, or studying “sometimes”! You MUST study daily!!

(Return this page to Ms. Thomas!)

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**Student name (please print):** _____________________________________________

**Parent name (please print):** _____________________________________________

(Please circle: mother father grandparent guardian)

**Daytime Contact number:** ________________________________________________

**Preferred e-mail address:** ________________________________________________

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Spanish (all levels): IMPORTANT: Grades earned in this course MUST be recorded on the high school transcript. There is no way to remove the grades once recorded. Colleges will be able to see these grades and may consider the grades as part of the student’s application.

Please note: All students enrolled in Spanish are required to remain in the class for the entire school year regardless of the grade earned.

I have read and understand the course syllabus. I also understand that I should initiate contact with my child’s teacher if I would like more feedback than the 6 week progress report.

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**Parent Signature X_______________________________________________________

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- A copy of the Spanish syllabus will be available on my Landing Page.
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