**Course Syllabus for Spanish I**

Instructor: Dianna **Serrato**

Email**: dserrato@cnusd.k12.ca.us**

Room: L-7

Classwebsite: **www.mrsserrato@weebly.com**

Facebook: **Sra Serrato**

***Students this must be kept in your Spanish binder for your record and reference!***

Dear Parents/Guardians/Students,

 ¡Bienvenidos a la clase de español! I welcome both students and parents/guardians to my class. I look forward to an exciting school year of many successes as we study the Spanish language as well as the cultures of Spanish speaking countries. I want to thank you in advance for your cooperation and participation in the classroom. In this document you will find information that is pertinent to the success of each student in my classroom. Feel free to e-mail me if there are any questions regarding this document.

**Expectations**

Students are to come into the classroom with a positive attitude and ready to learn. There will be an agenda posted on the board that students **must** read at the start of class. All students are required to take out their Spanish binder before the start of class and be ready to begin when the 2nd bell rings. Students not prepared will be deducted participation points. Students will begin working on the warm-up as soon as the bell rings. During this time homework will be checked and stamped. Homework that is not out and ready to be stamped by the teacher or T.A. will not be stamped. **NO EXCEPTIONS**. There will be no hall passes provided for students to visit their lockers to retrieve important materials and supplies. My Spanish classes are fun and fast paced, and in a 55 minute class schedule students need to be ready to go as soon as the bell rings. We will be working from bell to bell; for this reason it is extremely important that students wait to be dismissed by me to ensure that they don't miss any important information.

**Classroom Rules:**

1. Respect yourself and others.
2. Be responsible.
3. Be in your assigned seat ready to work when the bell rings.
4. At the bell, wait for your teacher to dismiss you.
5. Raise your hand to ask or answer a question.
6. No drinking or eating during class. (Water is fine)
7. **No electronic devices are to be out during class.**

 **Consequences: (Determined based on the severity of the issue)**

1. Warning. (Loss of points)
2. Change of assigned seat.
3. Required to stay after class to discuss behavior. No hall pass will be provided.
4. After School/Lunch detention.
5. Phone call home, with after school detention.
6. Referral with parent teacher conference

**Class Website: www.mrsserrato.weebly.com**

I have created a website for students and parents. Please visit the site frequently to stay up to date. On the site you can find:

* Daily Homework
* Upcoming exams and or projects
* Due dates for important assignments
* Rubrics and grading scales
* PowerPoints used in class
* Helpful websites

**Grading Scale:**

 99 - 100% = A+

 93 – 98% = A

 90 – 92% = A-

 88 – 89% = B+

 83 – 87% = B

 80 – 82% = B-

 78 – 79% = C+

 73 – 77% = C

 70 – 72% = C-

 68 – 69% = D+

 63 – 67% = D

 60 – 62% = D-

 0 – 59% = F

**Grading Criteria:**

 Participation 20%

 Homework/Class work 10%

 Quizzes, Tests, weekly presentations,

 Skits, Projects 70%

 TOTAL 100%

* ***Grades are updated on a weekly basis on ZANGLE. Projects and Exams will take longer to post since they are more time consuming to grade.***

**Required Materials:**

* ***If you come into class and realize that you don’t have the required materials (pen/paper) come see me before the tardy bell. I will loan you the supplies with no penalty. After the bell… sorry you will lose participation points. (1 per item)***
* Pen and pencil. (Blue or Black ink only) Assignments not done in blue or black will earn ½ credit
* Spanish Notebook with dividers. (Required for full daily points)
* Loose college ruled paper
* *Highlighter*
* *4x5 flashcards (used for extra credit)*
* *Spanish English Dictionary highly recommended (For home use)*
* ***Spanish Binder: Must be brought to class every day!! By the 4th day of class each student must have their Spanish Binder setup and ready to go. SEE MY EXAMPLE FOR HELP***

***Spanish Binder Setup:***

1. 1” 3 ring binder

2. Title page with Student’s full name and class period

3. Course Syllabus

4. 6 dividers: Dividers MUST be in this order, and correctly labeled.

 **a. Chispas**: Daily warm-ups go in this section. Date must be written for each warm-up. Warm-ups must be in order; they may be continuous.

  **b. Apuntes**: Classroom notes go in this section. Notes must have the title, date, and the chapter written on them.

 **c. Vocabulario/Verbos:** I will provide a print out of vocabulary words and phrases for each chapter; as well as verbs and their translation. You must keep these lists organized and ready for use throughout the school year.

 **d. Calendario/Participación:** Each month you will have a new calendar, this calendar will be used to keep track of homework and of daily participation points. Keep your calendario in this section until the day that you turn it in. (Last school day of the month) You cannot make-up points if your calendar is lost. **KEEP** **TRACK OF YOUR CALENDAR, BE RESPONSIBLE.**

 **e. Trabajo Calificado:** All work that is returned to you with a score must be kept in this section. If I make a mistake in grading you can always correct my mistake by keeping graded work. ☺ No proof/ no points

 **f. Rubrics/Projects:** Each Chapter will have a project; keep track of instructions and rubrics by placing them in this section. Weekly presentations will be graded with a rubric; place rubric in this section for easy access.

**Attendance:** Class will begin as soon as the bell rings; **you will be marked tardy if you are not in your seat at the time the bell rings. If you are tardy you must bring your calendario to me within the first 5 minutes of class. Failure to bring calendar to me will result in an automatic detention.** After 3 tardies in a semester you will receive a detention for each tardy. All absences need to be cleared through attendance; if absences are not cleared your participation points will be deducted.

**Failure to serve a detention:** Students will lose participation points for the week of the infraction.

**Participation Points:**

Students will earn 3 points daily; 15 points a week. Participation is 20% of the final grade. Full points will be earned if students complete all in class assignments; and are working the entire period. Students will lose points for the following reasons: **tardy, talking during instruction, food and or electronics out, discipline issue, restroom pass, needing school supplies, off task during class work, and absence.** A calendario will be used to keep track of student’s participation points.

**Surprise Binder Check:**

Students will have their binders checked once or twice a month. Not all classes will have a binder check on the same day. At this time I will be checking the binder’s organization and progress in the class. Each binder check is worth 20 points; and is included in the class work portion of the final grade. (10 percent) Binders are checked during class, students that do not have their binder on this specific day will not earn a grade for that specific binder check. If a student is absent during a binder check they will have their binder checked on the day of their return. It’s the student’s responsibility to ask the teacher to check his/her binder. **MAKE SURE YOU CHECK THE AGENDA CALENDER ON THE DAY YOU RETURN!!!**

**Make-up Participation Points:**

The only time you may make-up lost participation points is if you were absent; and your absence is excused. Students will need to come to class during lunch or afterschool to make up the assignment(s) done in class on the day they were absent. You are given 3 days to make-up the assignment. After that time no points can be made up.

**Homework Policy:**

**no late work will be accepted**. Homework needs to be stamped within the first 5 minutes of class; it must be out and

ready to be checked. If you are absent, your absence must be excused in order to make up the assignment. *You have as*

*many days as you were absent to make up the work.*

* Many homework assignments are posted on Facebook and the class website. If you do not have access to the internet you MUST check out a textbook from the book room.
* Big projects/assignments are to be turned in the day they are due. ***NO EXCEPTIONS!!!*** If you will not be in class (**for any reason**), turn it in early or have someone drop it off for you because it ***WILL NOT BE ACCEPTED LATE.***

**Restroom Policy:** Students will be allowed to use the restroom, but will be deducted 1 participation point. (NO EXCEPTIONS)

**Electronic Devices:**

Absolutely no cell phones and or iPods/MP3 players in class no exceptions, if you choose to have them out you run the risk of having them taken away. ***Students, If you need your cell phone for the rest of the day… don’t use it in class!* First offense**: Taken away the entire day, picked up after school, and a phone call home. **Second offense**: Taken away and will **need to be picked up in the front office.**

***Course Outline/Syllabus for Mrs. Serrato 2012-2013***

*(Signature Page)*

*We have read, understand, & agree to the policies and requirements of this class.*

Student Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Per. \_\_\_\_\_

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

Parent/Guardian Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number/-s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Best Time to be Reached: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Please check the box if student has no access to the internet on a daily basis and must check out a textbook to keep at home.**

Comments:

***Course Outline/Syllabus for Mrs. Serrato 2012-2013***

*(Signature Page)*

*We have read, understand, & agree to the policies and requirements of this class.*

Student Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Per. \_\_\_\_\_

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

Parent/Guardian Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number/-s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Best Time to be Reached: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Please check the box if student has no access to the internet on a daily basis and must check out a textbook to keep at home.**

Comments: