**Ms. Newby’s Randolph Middle School Spanish Class Syllabus**

**Teacher Contact Information**

Ms. Ruth Newby

Room 604

Class Twitter (for updates and reminders): @RandolphSpanish/ Remind 101

Website: <http://randolphspanish.weebly.com/>

Email: ruthb.newby@cms.k12.nc.us

Planning: 9:15—10:20am

My planning period is from 9:15—10:20am, so if I need to speak with you via phone or email, it will have to be during those hours unless we make other arrangements before or after school.

**About Spanish Class**

The purpose of Randolph Middle School’s Spanish classes is to introduce students to the Spanish language and Hispanic cultures. As students progress from 6th through 8th grade their skills will develop from rudimentary words and phrases in 6th grade to simple sentence constructions in 7th grade, to advanced sentence construction in 8th grade. This will eventually allow the students to:

1. Use Spanish to engage in person-to-person communication
2. Understand words and concepts presented in the Spanish language
3. Use the language to present information to an audience
4. Compare the students’ culture and the target culture

The three courses are designed to facilitate smooth transitions from one class to the next, building on the concepts already learned. In all three classes, students will practice their language skills through four key areas of language learning: reading, writing, listening, and speaking.

**Class Rules**

1. Follow all directions the first time they are given *without whining.*
2. When class begins, you are in your seat working on the vamanos (warmup)*quietly*.
3. Speak and act with honesty and integrity.
4. Treat everyone fairly, with respect and dignity.
5. High Expectations!

**Consequences**

1. Verbal warning
2. Written warning (“Green slip”), or lunch detention
3. Parent Notification & Action Plan form sent home (“Yellow slip”) and returned, or lunch detention
4. Parent conversation with teacher via email, telephone or conference request
5. Referral to the Dean of Students

**Grading Policies and Procedures**

*Absenses/Late Work:* Any time you are absent or do not complete an assignment, it is your responsibility to go to the website to download and complete the assignment. It is my responsibility to keep the website updated with assignments for you, not to keep track of your absenses. Additionally, I do not give credit for assignments that are never turned in. Formal late work will receive a letter grade deduction per day late, stopping at a 50%. Informal late will receive an automatic 50%. In a world of technology like ours, deadlines are non-negotiable, regardless of the excuse. As an IB student, the responsibility for all assignments and due dates falls to the student.

*Grading Breakdown*: 65% of your work will be “formal” (unit benchmark tests, quizzes, projects, etc.). You should expect to have one test, one project and several quizzes each quarter. 35% of your work will be “informal” (homework, classwork, warmups, participation, etc.). The majority of your informal grade will be two announced notebook checks per quarter, but warmup and class participation grades will be taken at random.

**Appropriate Use of Technology**

There will be certain opportunities for students to use their own tablets/e-readers in class. There are four (4) rules that apply to this, however:

* Students must first get permission from their teacher to use their tablet/e-reader.
* A cell phone is not a tablet/e-reader and is always prohibited.
* Communicating with friends/family through phone calls, texts and/or social media is prohibited.
* Inappropriate use (taking video/pictures, inappropriate web/app content, etc.) is also prohibited

Failure to follow these rules will result in your cell phone or tablet/e-reader being confiscated and turned in to the main office for a parent to come and retrieve. Multiple offenses will be handled by the Dean of Students.

**Parent Contact Form**

Please fill out this form and return it to Ms. Newby by September 5, 2014 for your first homework grade.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_

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

Parent/Guardian Daytime Phone Number(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Cell Phone Number(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Preferred Method of Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent or Guardian Preferred Language of Contact with Teacher: Spanish/English (circle one)

If your child is absent for a test, are you able to provide transportation before or after school so that your child can make up that work? Yes/No (Circle one). If so, which time? Before School/ After School (Circle one).

*You know your child best of all….*

What do you consider to be your child’s strengths? (Feel free to brag)

What do you consider to be your child’s weaknesses, or something that will be difficult for him or her about Spanish class? Is there anything else about your child I should know?

Do you or another important adult in your child’s life speak Spanish or another language other than English to them? Yes/No. If so, what language?\_\_\_\_\_\_\_\_\_\_\_\_

I have read and understand the Syllabus (attached), and I agree to abide by the rules outlined, or suffer the consequences. I understand that my grades are my responsibility and I am accountable for incomplete work.

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

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