Programa del Curso de Español I

“Spanish I”

**Instructor Contact Information**

Maestra Victoria

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623-344-1770

**Office Hours**

8:00AM – 8:40AM Tuesdays, room 316

8:00AM – 8:40 AM Thursdays, computer lab

Any other time by appointment

**Course Description**

The purpose of this course in Spanish is to enable students to develop the ability to use the language effectively for purposes of practical communication within the country of residence, where appropriate, and in all countries where Spanish is spoken. Students will form a sound base of the skills, language, and attitudes required for further study, work, and leisure. Students in this course will develop insights into the culture and civilization of Spanish-speaking countries. The emphasis of this course is for students to communicate accurately, appropriately, and effectively in Spanish speech, as well as to write in past, present, and future at a novice-high to intermediate-low level. Students will also understand and respond imaginatively at a novice-high to intermediate-low level to what they hear, read, and experience in a variety of Spanish media.

**Class Rules**

1. Be on time to class, and be in your seat with materials ready when the bell rings.
2. Raise your hand to speak, and listen to other speakers without interruption. *The speaker is anyone speaking, whether it’s another student, teacher, administrator, etc., not just Maestra.*
3. Be respectful and follow directions.
4. Use your inside voice.

**Consequences**

* Warning (aviso)
* Seat change
* Detention
* Referral to office

\****The consequences apply to all the rules. Even if a student breaks a different rule after receiving a warning, they will go to the next consequence. The rules are very easy to follow and are necessary for students to be able to learn.***

**Class Procedures**

* Arrive to class ***before*** the bell rings. This means that you need to be in the class, not walking through the door as it rings. Otherwise, you will be sent to the office to get a tardy pass.
* When the bell rings, students must be in their assigned seats working on their bellwork. *While students are doing bellwork, Maestra needs to take attendance without interruption. It is crucial that attendanc happens quickly and accurately.* On a daily basis, students will complete questions regarding the current topic we are studying. These questions are a great way to study for exams and are worth points. Make sure you get this done on a daily basis! The week’s bellwork will be due at the end of every week.
* If you have a question for Maestra, you need to raise your hand- don’t just blurt out. If you see that Maestra is speaking with someone or talking on the phone, don’t interrupt, wait your turn.
* During activities, participate! We will be doing a lot of activities in partners or groups. All of the activities are designed to help you enforce what you have learned and prepare you for exams.
* When assignments are collected, you need to turn it in that minute. Maestra is a traveling teacher, so in order to be organized, she will collect the papers, clip them together & put them away. If you have a late assignment, it needs to be turned into the late bin on Maestra’s desk in Ms. Pupo’s room. (Make sure you turn them in at an appropriate time- not in the middle of Ms. Pupo’s class!)
* Desk areas should look better when you leave than when you arrived- we are guests in the classroom, and we need to treat them with the utmost respect!
* If you need to use the restroom or get water- you have to ask in Spanish. Also, Maestra will probably say no, so only ask if you really need to go.

**Required Supplies**

* A separate notebook or designated space in your notebook for Spanish class. There is not a textbook for this class, so it is very important that you have all of your notes in one place and organized so that you know exactly where you can find what you need to study.
* I strongly recommend students to purchase a Spanish/English Dictionary. (You can find them very inexpensive)
* Please show up to class every day with **sufficient paper** & **a writing instrument**.

**Grade Calculations**

Assessments of Learning -70% of final grade  
Checks for Understanding -30% of final grade

Assessments of Learning:

Students will be held accountable to complete all assessments by faculty and staff. This includes having students attend Office Hours, being pulled from Elective courses, Stay Full Day Wednesday Study Hall, and Saturday School for high school students.

If an Assessment has not been completed within two weeks of the original due date, student will be given an Assessment Referral. At this point, the administrative team will assign the student to a staff member to ensure the Assessment is completed in a timely manner. Assessments that are not completed and turned in on the due date are subject to a 10 percentage point deduction in grade.

**Late Work Policy**

Students must turn in all assignments on time so that the learning opportunities involved in completing each assignment are realized. If a student fails to turn in an assignment on time, students are encouraged to make an effort to complete that work in a timely manner for partial credit as indicated below:

* Whole School- Within 2 weeks of the initial assigned due date for 90% of the original credit.
  + For example, a student failed to turn in an assignment that was due on September 6th. The student must turn in the late assignment no later than September 20th (2 weeks from September 6th). Please see each individual teacher’s syllabus for guidelines on turning in late work including when and where to turn in late work.\*

**Absent Work Policy**

Students will be given the amount of days that they were absent plus one additional day to complete course work that was missed during their absence. For example, if a student missed 3 days of school they would be permitted 4 total school days to turn in work without penalty.

During an anticipated absence, parents must contact the office 3 days prior to their absence if they wish to receive work. Parents may only request to pick up work from the office after their child has been absent for 3 or more days. Students who miss two or less days of school are required to obtain their work upon returning to school. It is the student’s responsibility to acquire, complete and turn in work that was missed during an absence.

**Your Ideas**

If you have any ideas, comments, feedback, etc, please do not hesitate to let me know! I love it when students have ideas on projects we should do or tell me how they learn best. Just make sure that it is an appropriate time (i.e. not in the middle of a lecture!). During office hours or via email would be best.

**In order to be successful in this class….**

* Take excellent notes!
* **KEEP ALL VOCAB LISTS!!!**
* Do your homework & bellwork every day!
* Utilize my website!
* Watch TV in Spanish!
* Listen to the radio in Spanish!
* Talk to fluent Spanish speakers!
* Stop by during office hours with any questions ☺

**Please fill out & sign the areas below, and return to Maestra no later than Tuesday, August 9th.**

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***Students***

I acknowledge that I have received and reviewed the course syllabus. I have read the syllabus and I understand the classroom policies, instructor’s expectations, and rules as stated in the syllabus for this course. If I have any questions or concerns, I will contact the instructor for further explanation. I understand that I am responsible to complete all assignments. I agree to be prepared for class each day and be on my best behavior.

**Printed name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

***Parents***

I acknowledge that I have received and reviewed the course syllabus. I have read the syllabus and I understand the classroom policies, instructor’s expectations, and rules as stated in the syllabus for this course. If I have any questions or concerns, I will contact the instructor for further explanation. I will encourage my student to complete all assignments, be responsible and prepared, and to be on their best behavior every day.

**Printed name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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