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| **Señora Alvarado- Fernández**  2016-17  Classroom Syllabus |
| Spanish I |

**Contact information:** **Conference periods:** 2nd and 4th

Lillian Alvarado (-Fernandez) **Tutoring schedule:**

Portable PB-1 Tuesdays and Wednesdays

4:30-5 p.m.

\*Additional tutoring times may be

E-mail: lillianalvarado@misdmail.org arranged by appointment.

**Classroom rules:**

1. Follow all Mansfield ISD and Worley Middle School policies and procedures as stated in the Student Code of Conduct.
2. Follow the teacher’s directions the first time given.
3. Technology should be in your backpack or in the first drawer of your group’s container unless instructed otherwise. Technology will be used for learning purposes only.
4. Come to class on time and be ready to learn and participate.
5. Be on task at all times and bring your materials to class. (Journal, Folder, Writing utensil, charged iPad, etc.)
6. No food is allowed inside of the classroom. Drinks are allowed only if they are closed with a screw top lid.
7. Keep your head up at all times in class and pay attention. If you are not feeling well, let the teacher know.
8. Complete all assignments/make-up work in a timely manner.
9. Maintain excellent condition of all classroom materials/textbooks/furniture and be respectful of the classroom environment.
10. Respect your teacher, your classmates, and yourself. Any sort of Bullying/Disrespect is NOT tolerated!

**Classroom Discipline Plan:**

1st offense: Warning

2nd offense: Conference with the student(s) and **first** phone call to parent/guardian

3rd offense: Lunch/after school detention

4th offense: Office referral

5th offense: Parent-Teacher conference

\*Immediate referrals will be written for major offenses such as extreme profanity, violence, disrespect, etc.

\*Consequences may vary depending on the offense. All offenses will be documented.

**Materials**

Each one of my class periods is assigned to bring a package of the listed item to class:

1st period: Pencils

3rd period: A box of tissues

5th period: Notebook paper

6th period: Pencils

7th period: Notebook paper

8th period: a box of tissues

In addition, the students are required to bring the following items to class every day:

* iPad/Tablet (Fully charged)
* Writing utensils (pen/pencil)
* Spiral/Notebook for daily warm-ups
* Three-ring binder or folder that contains the following:

1. Apuntes (Notes/Vocabulary sheets/handouts)
2. Tarea (Class Work/Homework/Returned work)

\*Bonus points will be awarded on folder/binder checks if the student has dividers for each six weeks. Notes and handouts for the entire year are to be kept in the folder/binder.

\*AVID students may use their AVID binders in class as long as there is a section for Spanish.

* English-Spanish dictionary (optional)

\*Spiral and binder/folder are mandatory objects. They will be used to record and store daily work and will be taken for a quiz grade every 6 weeks.

\*Wal-Mart, Dollar Tree, and Dollar General have great deals on these items.

**Grading**

Students will be graded using the following percentages for each category:

Overall 100%

* 40% - Tests/Major Grades
* 25% - Daily Work (classwork; homework; etc.)
* 35% - Speaking/Listening

**Make-up work (for excused absences only)**

* If a student is to miss class for any reason, make-up work will be available.
* Students are to come by my classroom before or after school to collect any assignments from the “Make-up Work” section located inside the classroom.
* Students are to turn in the assigned make-up no more than 5 school days late after returning to school in order to receive full credit (20 points will be deducted from the final grade for every school day that the work is turned in late).
* Students are to write MAKE-UP WORK and the date on which they were absent at the top of their paper when turning it in.
* Any assessments (quizzes or tests) that were assigned are to be made-up before or after school. It is the student’s responsibility to make an appointment with the teacher for make-up assessments.
* It is the student’s responsibility to study the material that was taught in class on the day of his/her absence. The students may collect notes from the make-up work section or their peers.

**Late Work Policy**

* Late work will only be accepted three days after the assignment is due (15 points off for each day the assignment is late)
* Binders and journals are to be ready on the day of the binder/journal check. If you have an excused absence on the day of the binder/journal check, it is due upon your return to school.
* If you were absent on the day a homework/class assignment was due, write “ABSENT” and the date in which you were absent at the top of your paper when turning it in. This is to protect you from getting any points deducted from your final grade. (REMEMBER: You are only given 5 school days to turn in make-up work)

**Homework passes**

* Homework passes are given to the students as an incentive in order to help them succeed.
* Homework passes can be turned in as replacement for any class/homework grade.
* Some homework pass opportunities are given throughout the school year.
* Students may decorate an unopened box of tissues with at least 15 school appropriate Spanish grammar/vocabulary words written on the box in marker. The students will receive a homework pass for the extra credit assignment. (Only one tissue box per six weeks)
* If a student wishes to turn in a homework pass in place of any class/homework grade, they are to staple the signed homework pass on top of the assignment being replaced.
* The student may use 2 homework passes per 6 weeks.
* Homework passes are not to be used to skip an assignment during class.

**Restroom passes**

You will receive 4 restroom passes/6 weeks.

Try your best to go to the restroom/drink water before class.

Use the restrooms closest to the back entrance of the school. (The one closest to the portables)

Always ask for my permission to go to the restroom. Do not take the pass without my permission or your restroom privilege will be revoked for the 6 weeks automatically.

Students must stay on task, have their ID on, be on time (not tardy), and follow all classroom rules and procedures during the entire class period in order to use a restroom pass.

Sign in/out in the restroom log located by the door each time you use the restroom.

Only go to the restroom during certain periods of time. (Not while something is being taught or during the first and last 10 minutes of class)

If you take longer than 7 minutes or return with food, your bathroom passes for the rest of the 6 weeks are revoked automatically.

**Class website:**

www.fernandezspanish.weebly.com

Check out our class website for lesson plans and homework!

Remind 101:

Text **@alvspan1**(for Spanish 1 students) or **@alvapspan** (for Spanish AP/PAP students) to the phone number **81010** in order to receive reminders to help you remember due dates and updates on anything related to the class.

**BYOT (Bring Your Own Technology)**

As part of incorporating modern technology in the classroom, the Mansfield ISD has implemented a BYOT policy in its schools. The students are allowed to bring their electronic devices, such as smart phones and tablets to use them in the classroom for learning purposes. However, those devices are to be put away during instructional time (anytime the teacher is teaching a new concept or we are doing any activity as a class). The students may only have their phones when instructed by the teacher. If the student refuses to follow this policy, the teacher, as stated under the Classroom Discipline Plan, will take steps to resolve this issue. We will have various opportunities to work with technology in the classroom and we should keep in mind that the BYOT policy is to be used when indicated and appropriate.

I have read and understood Mrs. Alvarado’s classroom rules and procedures.

Student Signature:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PARENTS, PLEASE SIGN AND HAVE YOUR CHILD RETURN THIS PAGE TO ME. THANK YOU!**

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I have read and understood the rules and procedures that my child is expected to comply with while in Mrs. Alvarado’s classroom:

Student Name (print):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent telephone number and e-mail:

Telephone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name (print):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent signature:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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