**Spanish 2 and Spanish 2 MCR Expectations and Guidelines**

### Señor Adam Garnet

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**Course Descriptions**

Spanish 2 and Spanish 2 MCR each build on the skills learned in Spanish 1. Students will further develop listening, speaking, reading, and writing skills. Activities will be communicative in nature, promoting the use of the Spanish language in real life situations. The teacher’s goal is that students will develop an awareness and understanding of the Spanish culture, and develop connections between the Spanish culture and his/her own culture, as well.

Both classes will be taught teaching new vocabulary and grammar daily, and the homework will consist of assignments that review the new vocabulary and grammar. Oral assignments, written assignments, and projects will further emphasize practice and application of the material learned in class. Spanish will be the language of choice, which means that students will be expected to speak as much Spanish as possible to each other, and to the teacher.

These courses are designed for college-bound students and fulfill part of the foreign language requirement to gain entrance to the university level. Most universities require a minimum of 2 to 3 years of the same foreign language. At the end of each year-long course, the student must pass with a “C” or better in order to advance to the next level. As such, each student is held responsible for his/her own work and must follow the classroom standards outlined below.

***What is Spanish 2 MCR?*** *MCR is an acronym for* ***“Meets College Requirement****.”  Students who struggle in second language acquisition are assessed and may be placed in an MCR class based on teacher recommendation.  This tract meets College requirements and adheres to California State Foreign Language Standards.  It moves at a modified pace, so students can develop a more solid foundation in essential skills.*

**Contact & Communication**

Communication is critical for success. I will do my best to provide all the knowledge, information, skills, strategies, and assistance that I can, and will try to explain as clearly as I can. As students, you are expected to ask questions, especially if you don’t understand something. The better you communicate your needs to me, the better I can help you succeed. If you need my undivided attention for more than a few minutes, please contact me by email, voicemail, etc. to schedule an appointment with me.

* Students and or parents/guardians may call me at (310)377-4888 ext.266
* You may also contact me via e-mail at garneta@pvpusd.k12.ca.us
* You may also contact me using my school website at <http://SenorGarnet.weebly.com>. I use my website to post information frequently, and expect you to know how to access it. Please take advantage of the resources, assignment lists, notices, etc. that will be posted there.
* I strive to reply to all messages within 24-48 hours other than weekends. If you call on a Friday, I may not be able to return your call until Monday.

**Personal behavioral expectations**

I have high expectations for all my students, and will work hard to create an environment where each student feels safe and can learn. In order to achieve that environment, I enforce a strict code of behavior. Students will be:

* **Respectful**: You will show respect to your peers, to yourself, to your teacher and to any others who may be present in the classroom. Acts of disrespect will be treated as a serious offense, and will not be tolerated. *This is especially important in a language class, as it is expected that students will be nervous or make mistakes when speaking in front of others.*
* **Prepared**: All students must be in their seats and prepared to work when class begins. This means that *by the time the bell rings,* you should have your homework ready to be checked, a sheet of paper with an appropriate heading for class work, and something to write with. Please take care of bathroom and personal matters before or after class whenever possible.
* **Responsible:** You are responsible for the grade you earn. This means you need to speak up if you don’t understand, and to correct your own work on assignments during review. This also means that you need to put deadlines in your agenda and keep assignments organized in a binder. **Your binder represents a significant part of your grade**, and serves as documentation of grades given, in case my records do not match yours. Failure to stay organized can lead to failing the class.
* **Focused:** You are in my class for less than one hour a day, so we cannot afford to waste any time. Leave all outside drama at the door, and plan to pay attention and participate for the entire class period. I expect immediate compliance when I call for “*atención*” or “*silencio*”.

**General classroom policies**

* **Discipline.** The school’s conduct and discipline policies will be enforced.
* **Phones and other electronics** (including iPods, cell phones, radios, etc., as well as anything else deemed inappropriate by the teacher) are not permitted during class. They should be turned off and out of sight upon entering the classroom. Violations will be acted upon. If specific exceptions are ever authorized by the teacher (e.g., announced lessons focusing on use of technology, permission to record a video for a class project, permission to enter homework into a digital agenda, etc.), the device must be put away as soon as the authorized activity is finished, or the normal consequences will apply.
* **Sloppy work will not be accepted.** If I can’t read it, I can’t grade it. No name, no credit.
* **Keep our classroom clean.** No food or drink will be permitted in the classroom, other than water bottles. No gum or candy is permitted at any time. We have a trash can and a recycling bin in our class; please use them and not the floor.

**Attendance**

Oral participation and practice is crucial to language acquisition, and you can’t participate if you aren’t here. As such, regular attendance is imperative for your success. With regards to tardiness, absences, and truancies, the school and district policy will be enforced, as they interrupt the class progress.

**TARDY POLICY**

**THE TEACHER MAY ASSIGN DETENTION FOR EVERY TARDY.**

* **1st and 2nd Tardy -** Student warned by teacher.
* **3rd Tardy -** Parent notified by teacher. “N” assigned in citizenship for the quarter.
* **4th Tardy -** Parent notified by teacher. “U” assigned in citizenship for the quarter.
* **5th Tardy -** Parent notified by teacher, and teacher sends referral to Attendance Administration. Tardy noted in student disciplinary file.
* **6th Tardy -** Teacher sends referral to Attendance Administration, parent is contacted by the teacher and administration and warns student of being dropped. Tardy is noted in student’s disciplinary file.
* **7th Tardy -** Student dropped at teacher’s request. Referral sent to Attendance Administration, and Counselor notified. Student dropped and assigned to study hall. Parent notified of drop.

**TRUANCY/CUT POLICY**

**THE TEACHER MAY ASSIGN DETENTION FOR EVERY CUT/TRUANCY.**

**Cut -** If a student is more than 10 minutes late to a class without appropriate permission from the office.

**Truancy -** If a student misses 3 or more periods in a school day without appropriate permission or prior clearance from the Attendance Office.

* **1st Cut/Truancy -** Student warned by teacher. Parent notified by teacher.
* **2nd Cut/Truancy -** Teacher sends referral to Attendance Administration, and teacher contacts parents. Parents further notified by administration that any more cuts would result in student being dropped from class. Cut noted in student disciplinary file.
* **3rd Cut/Truancy -** Student dropped at teacher’s request. Referral sent to Attendance Administration. Counselor notified. Student dropped and assigned to study hall. Parent notified by Administration.

*Parent notification may be by phone or through the mail. Parents should contact school immediately if they have a questions or concerns about their son/daughter’s attendance. Please refer to the school handbook for further clarification.*

**Materials Required**

Your binder with sections for this class, daily planner, workbook, and writing materials must be brought to class daily. A classroom set of textbooks is available, so the textbook is for home use.

1. Textbook: ¡En español! Level 2 (to be kept at home)
2. Workbook:   Más Práctica (you must pay to replace this if lost)
3. Take Home Tutor CD (1 copy per class, to be shared in class and returned after use)
4. A consistent supply of the following materials:
	* #2 pencils w/ erasers, and/or blue or black pen
	* red pen for correcting
	* Notebook paper (to put in 3-ring binder)
	* A functioning printer with paper and ink, refreshed as needed
	* flash cards, and Ziploc bags or envelopes to keep them in
5. \*\*\*Cuaderno (binder)\*\*\* (1” – 1 ½” inch 3-ring binder with a clear plastic front)

A separate binder *for this class only* is **strongly recommended**, especially for MCR.

*Cuadernos will be collected and spot-checked for completion. This can be either announced or unannounced, and collected collectively, or at random, at the teacher’s discretion, and graded accordingly. Students are expected to keep all their class work, and be prepared to turn it in for inspection on request. Complete cuadernos will receive full credit. Those students who are part of AVID are exempt from needing a separate binder, but are still required to have the dividers for this course.* ***If you opt out of using a separate binder, you do so at your own risk.***

1. Five dividers for 3-ring binders, with sections dedicated to:
	1. Prácticas (Warm-Ups)
	2. Apuntes (Notes on grammar, vocabulary, culture, etc.)
	3. Glosario (Vocabulary lists)
	4. Trabajo en Clase (partner work, skits, group work, etc.)
	5. Tarea (homework)

I also strongly recommend:

1) Spanish-English Dictionary. I prefer “Diccionario Oxford Compact”. You may also/instead use the website [http://www.wordreference.com](http://www.wordreference.com/). Google Translate is not an adequate dictionary.

2) A Spanish verb book. You can buy book such as “Big Red Book of Spanish Verbs” or “Barron’s 501 Spanish Verbs”. You can also use a free website called [www.verbix.com](http://www.verbix.com/) for conjugation help.

You will be held accountable for wrong conjugations, so please use caution if you choose to use websites, books, or resources outside this list. **Do not use computer programs to translate assignments and claim credit. To pass this off as your work is plagiarism and will be dealt with according to school policy, including loss of credit and/or being dropped from the course**.

**Hall Passes**

Students are allowed to use a hall pass 6 times each semester, unless there is an emergency. Students are advised to take care of their personal needs before and after class.  Passes that are not used during the semester will be given a very small number of participation points at the end of the semester, as a reward for not wasting class time. Only one student is allowed out of class at a time.

*In order to use a hall pass, you must abide by the following guidelines:*

1) You may only go if you have already finished your class work.

2) You do not interrupt me by asking me if you can go—simply turn in your hall pass with your name, date, time, and period number. Please leave your pass with your cell phone in the large glass jar at the front of the room, and you may retrieve your phone upon your prompt return to class.

3) You must not disrupt others on your way out or coming back.

Note: Students experiencing health issues that do not permit them to follow these guidelines should have a parent notify the teacher in advance so accommodations can be made.

**Make-Up/Late Work**

The school and district policy will be upheld for all make-ups. Excused absences will not incur penalties. Assignments are due upon the student’s return. Late work will not be accepted. In all such cases, ***it is the responsibility of the student*** to consult with a classmate for any missed assignments, and with the teacher to schedule a time to make-up an exam/presentation. The make-up exam/presentation should be completed by no later than 5 school days from the student’s absence. Assignments will also be posted on Edline. Any student who plans to be out of school for a family function or school trip must get the work in advance and turn it in upon his/her return.

**Friend Connection**

Get contact information from two or three classmates during the allotted class time and save it in a SAFE PLACE! This is an important resource for your academic success:

Nombre: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teléfono: ­­­­­­­­­

              Correo electrónico:

 Nombre: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teléfono: ­­­­­­­­­

              Correo electrónico:

 Nombre: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teléfono: ­­­­­­­­­

              Correo electrónico:

**Grading Procedures**

All assignments will be given a specific number of points, which are then weighted by category:

* **50% - EVALUATIONS:** This is the most important part of your grade. HALF your grade= How well you can demonstrate your mastery of the things we learn (Tests, quizzes, certain projects or presentations as announced, etc.) *In many college classes, this would be 100% of your grade.*
* **29% - CLASSWORK:** Notes, prácticas, assignments, group work, certain projects or presentations as announced, etc. This, and homework, will be kept in your cuaderno.
* **1% -** **EFFORT:** Self-evaluation weekly of your own efforts in class. You grade yourself, but I reserve the right to veto your score if I know you are misrepresenting it. Small, but important.
* **20% -** **HOMEWORK**: Review of what we learn in class, and some projects.

Full credit will be given ONLY for complete, on time, and legible assignments. Grades are posted regularly so that the students see their progress, and compare to the papers in cuaderno sections.

**A final note:**

Students: If you need help or clarification on anything in class, **LET ME KNOW!**  Please don’t let yourself fall behind, or be afraid to say you need some help. I am here to help you, and want to see you succeed.

**Parents/Guardians—**

Please do not hesitate to contact me regarding your child’s progress in class.

I wish you all the best this year.

   Sincerely,

 Señor Garnet

—The rest of this page intentionally let blank.—

**Spanish (circle one): Spanish 2 Spanish 2 MCR**

**Period (circle one): 1 2 3 4 5**

I have read and understand Sr. Garnet’s classroom policies and expectations, and agree to follow them. I also acknowledge that changes to said policies are at his discretion.

Cheating is rampant in today’s schools. In signing I am saying that I understand what constitutes cheating and the consequences for the first offense. I also understand that looking at my cell phone during a quiz/test constitutes cheating with the same consequences. I also understand the 1 day rule for making and the 5 day rule for making up quizzes/tests. I understand that there are no excuses and that I will receive a zero with no way to make up these points.

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

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please put an asterisk (\*) next to your preferred form of contact:*

Parent/Guardian home telephone

Parent/Guardian work telephone

Parent/Guardian cell number

Parent/Guardian email address

Concerns / Questions / Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_