**Expectations and Procedures**

**Course: Spanish Teacher: Ann Rollins**

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**Weebly:** [**rollinsspanish.weebly.com**](rollinsspanish.weebly.com) **(Bookmark this)**

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**Rules and Procedures:**

**Come to class prepared every day.**

* Bring your computer and have it charged!
* You are required to keep a notebook, with dividers:
  + **Cultura Diaria** (Warm Up)
  + **Vocabulario** (Vocabulary)
  + **Gramática** (Grammar)
  + **Práctica** (Classwork / Homework)
  + **Escritura** (Writing)
* Have a positive attitude!
* Pen or pencil

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**Be here every day.**

* Missed work is your responsibility. Assignment deadlines are firm. If you are absent, you have one week to make up quizzes and tests. If you are absent more than 7 days, assignments are due on the due date. Assignments will be posted and should be submitted to Schoology.

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**Be on time to class.**

* Be on time to class. School tardy policy applies in this class.
* Be on time to class.
* Be on time to class.

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**Cell phones, electronic devices and laptop etiquette**

* Cell phone use is not permitted during class. Phones should be stored during class. (This includes using your phone for music).
* Of course we will be using laptops! Laptops are for classroom assignments, projects, collaborative work and learning. They are not for Facebook, videogames, Netflix, etc. If you are misusing your laptop during class time, you will be asked to use paper and pencil for future work.
* Keep your laptop closed or in your book bag to give your full attention when we are not using it or when the teacher is talking or giving instructions.

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**Grades:**

* Tests / Unit Projects 60%
* Quizzes / Small Projects 30%
* Homework / Classwork 10%

**Students should do their homework and, most importantly, check it and correct any errors they have made. Homework is checked in class and credit is given for completion. Because we go over the answers to homework in class, late homework is not accepted.**

*For grades below 60 on tests and quizzes: Remediation and assessment re-take sessions will take place on Raider Roundup sessions.*

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**Classroom Procedures:**

* Bookmark my Weebly: [rollinsspanish.weebly.com](http://rollinsspanish.weebly.com/)
* Bookmark our on-line book: [pearsonsuccessnet.com](https://www.pearsonsuccessnet.com/snpapp/login/PsnLandingPage.jsp?showLandingPage=true)

User name: rocospanish1

Password: rsss2016

* Greet each other and the teacher in the target language.
* Complete the warm up (Cultura Diaria) or begin the assignment upon entering the class.
* No food or drink in class except for clear water in a bottle with a lid.
* We will use Schoology and Weebly for assignments.
* All work should be submitted as LastNameFirstInitialSp(1,2,5)Document name
* We will work bell to bell. Remain seated until the bell rings. No lining up.
* Use the bathroom before class. If you need to leave during instructional/class time, you must complete the Google form first. The link is on my Weebly.
* Say goodbye to classmates and the teacher in Spanish.

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**Other Class Rules:**

* All RSS and SRHS rules apply in this class.
* No talking when others are talking, especially the teacher.
* Cheating (including copying from a translator) will result in a zero.
* No food will be allowed in class.
* Drinks: ONLY **water** in a bottle with a secure lid is allowed.

*Download this document and sign and date at the bottom that you have read and understand the rules and procedures for this class. Submit your assignment on Schoology for your first grade of 100.*

I have read and understand the Expectations and Procedures information for this class.

(signature) (date)