



Fall 2016

Dear Parent / Guardian:

¡Hola! My name is Ms. Shaffer, and I will be your student's Spanish 10 teacher this year. In order to have the most productive year possible, I'd like to make you aware of my classroom policies and procedures before we begin.

Course Description

Spanish 10 builds upon everything that your student has been studying during the past years of Spanish instruction. We will focus on developing speaking, listening, writing and reading skills. Although we will work through these skills in Spanish, the principles and strategies we use in class will be useful across the curriculum, and will serve to make your student a better learner.

Our textbook is *Mundo real*; we will also use many of the accompanying ancillary materials. Students will have access to an online version of the textbook, with its additional resources, en lieu of a physical copy. Additionally, authentic materials, including news stories, magazine articles, television shows, movies and artwork, from Spanish-speaking countries will be used to expand the students' knowledge and global perspective.

Grading Policies

Spanish 10 uses the IBMYP rubrics as a basis for assessment of the students' learning. These rubrics require that the students:

- Communicate information, ideas, and opinions
- Understand and appropriately use structures and vocabulary
- Provide and request information in both spoken and written contexts
- Engage actively in oral production using comprehensible pronunciation and intonation
- Take part in formal and informal exchanges related to the areas of interaction and to cultural and international issues

There are four IBMYP assessed areas in Language Acquisition. These are:

- Comprehending spoken and visual text
- Comprehending written and visual text
- Communicating in response to spoken, written and visual text
- Using language in spoken and written form

Language Acquisition rubrics are used to show where a student falls within his/her phase. When the student reaches the highest level of the rubric, he/she is moved to the next phase, with a new set of rubrics to show growth and development. In this way, the Language Acquisition rubrics serve as a learning tool, and provide a guide for the student, teacher and parents.



Grades in Spanish class will be based upon:

- Homework (10% of final grade)
 - Homework is assigned three to four nights per week.
 - Each assignment is worth ten points.
 - **Unless the student is absent, late work will not be accepted.**
- Oral Class Participation / Classwork (30% of final grade)
 - Class participation will be graded through the game of *¡Superviviente!* (see attachment B)
- Written Assessments (20% of final grade)
 - These assessments will include:
 - summative assessments, which will be graded using the IBMYP rubrics (see attachment A)
 - quizzes
 - tests
 - projects
 - essays
- Speaking and Listening Assessments (40% of final grade)
 - These assessments are designed to prepare students for the PPS Oral Exams in 10th grade, as well as for the IBDP classes in 11th and 12th grade, and the IBDP Exam at the close of the students' senior year. They will be administered at least once per unit, via:
 - language software
 - interviews with the teacher, both individually and in small groups
 - presentations

NB: Extra credit opportunities will NOT be provided.

Academic Expectations

I expect that my students do the following to be successful learners:

- Complete assignments on time.
- Study daily.
- Ask questions or see me outside of class if they are confused.
- See me for make up work if they are absent.

Behavioral Expectations

I expect that my students will do the following to be conscientious learners:

- Arrive on time for class.
- Arrive prepared for class with notebook, Spanish dictionary, agenda book and writing utensil.
- Be respectful of others, including their teacher and classmates.
- Avoid using cell phones or mp3 players in class.
- Avoid eating or drinking in class.
- Observe all school rules while in the classroom.



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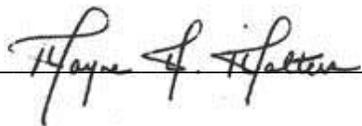
Communication

Open lines of communication between parents and teachers help greatly in student performance. The easiest way to reach me is via email at mshaffer1@pghboe.net. You can also leave me a voicemail by calling 412.529.7260.

I look forward to getting to know you and your student during the school year.

Sincerely,

Michelle Shaffer

Approved: , Principal

Your signature indicates that you have read the above letter. Your email address will be used to keep in touch throughout the year.

Student name: _____

Parent name: _____

Student signature: _____

Parent signature: _____

Student email: _____

Parent email: _____

