East Ridge High School

Spanish 2

Mrs. Leinberger

Spring 2018 Welcome Letter

Dear Student,

 Welcome to Spanish 2! When you walk into this class, you will be entering a world where Spanish is to be spoken by everyone. This will be a fun experience and it will contribute to your ability to understand and speak more Spanish in a quicker period of time. Your course syllabus provides you with general information about this course and this letter will give you additional information, details and clarification of the syllabus.

In order to be successful in this course, you must be in class, on time and prepared each day. This means that you will be in your seat with all required materials when the tardy bell rings. You are expected to have your Spanish binder, paper and pencils in class every day. It is your responsibility to have your supplies in class each day. I will not provide any of these materials at any time. It is important to note that you will be dismissed by me, the teacher, at the end of the class period, not by the bell. All students are required to be in their seats in order to be dismissed.

**R**egular and punctual attendance is expected of all students however, I realize that some absences are unavoidable. It is your responsibility to obtain, complete and submit any and all missed assignments. Assignments are due 1 week after returning from an absence. If you are absent during a quiz or test, you will be required to make-up the quiz/test on a Wednesday after school. If for any reason, you submit work past the due date, it will receive a maximum score of 80. There is NO extra credit in this course therefore I highly recommend that you stay current with all your work and check PowerSchool frequently.

Please remember that cheating is a serious violation and the consequences are not worth it. If it appears/or it is obvious that you are involved in cheating on a quiz, test or classwork, the assignment will be taken away and a 0 entered in the grade book.

 Any behaviors that disrupt the classroom environment will be dealt with in the following manner. These consequences apply, but are not limited, to defiance, disruption, disrespect, inappropriate language, lying, cheating, unprepared for class, technology violation and eating.

1. Warning
2. Lunch Detention
3. After school detention on the Wednesday following the infraction and Parent/Guardian contact.
4. Administrative referral

***SEVERE OR REPEATED DISRUPTIONS WILL RESULT IN AN IMMEDIATE REFERRAL TO ADMINISTRATION AND REMOVAL FROM CLASS.***

 I highly recommend that you download *Quizlet*, *Kahoot!* and *Quizizz* to your cell phone or mobile device as these will be used in class. Please note that cellphones and mobile devices may NOT be used in class at any other time or for any other reason than when explicitly instructed by me. Any cell phones seen or heard during class when not previously approved will be confiscated and turned in to the front office, ***no questions asked.***

 Finally, it is your responsibility to check PowerSchool periodically to remain informed of your grades and progress. You will receive a minimum of 2 grades per week. Not all assignments completed will be graded. Instead, assignments will be randomly selected for grading each week. Should you or your parents/guardians have any questions or concerns regarding grades, please feel free to contact me via e-mail at leinberger\_y@hcde.org. I will respond as quickly as possible.

 I am very pleased to have the opportunity to be your teacher and I look forward to this semester.

Sincerely,

Yolanda C. Leinberger

Spanish Teacher

East Ridge High School

ACKNOWLEDGMENT

I acknowledge that I have received, read and understand the Spanish 2, Spring 2018 Course Syllabus and Welcome letter.

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Student Signature

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Student E-mail

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Parent/Guardian Name

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Parent/Guardian Signature

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Parent/Guardian E-mail