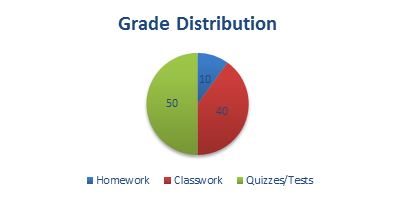
August 11, 2016  
French 2

Dear Parents, Guardians, Students,  
  
*Bonjour!* And *bienvenue* to the French 2 class at Signal Mountain Middle High School. My name is **Madame Thévenet** and I will be teaching high school French.   
   
**How will this class operate?**  
Homework and weekly quizzes will take place regularly. Occasionally, there may be a project that has to be done outside of class; however, my plan is to do the more complex work in class. Information about our class passport system will be forthcoming!  
  
**Grading:**

For each end of unit test, students will be assessed on one of the following criteria twice during the year:

A.) **Visual Interpretation**: The student will interpret and engage with a visual text that is presented with a spoken or written text and refer to the text to support his/her opinion and responses with evidence and examples from the text. All questions and answers will be in French.

B.) **Reading Comprehension**: The student will interpret and engage with a written text in order to support his opinions and personal response with evidence and examples from the text. The texts will range from 800-900 words in length. All questions and answers will be in French.

C.) **Oral Communication**: The student will listen for a specific purpose, respond to information, interact socially, and speak for specific purposes. This communication will be a 3-4 minute long dialogue with the teacher. All questions and answers will be in French. 

D.) **Writing Comprehension**: The student is expected to write with a purpose in order to express his ideas, thoughts, feelings, and opinions. The goal is to develop accuracy in the target language. The students will need to write between 200 and 250 words in French. NO ENGLISH ALLOWED!

**\*\*Any English present in the assessments will result in losing points or dropping to a lower level on the rubric. The key is circumlocution, or finding a way around the words we don’t know!\*\***

**Make-up Work**

***ABSENT FROM CLASS?***

Any student that is absent from class has 5 DAYS to make up any work missed from the day they return. Assignments can be sent home or emailed upon request.

If the 5 days lapse and the student has not turned in the work, it becomes my choice whether to allow them to make up work and how much credit to give them, if I do allow it. Please remember that your teachers have anywhere from 100 to 140 students. Encourage your students to make a point to seeing his/her teachers as soon as possible to get missing work.

**Due Dates/Late Work**Due dates for assignments help us to meet the goals set for this school year. Formative assessments are in place so that we can have instruction and practice time leading up to the summative assessment for each unit, so it is important for students to complete work along the way in order to be fully prepared to master the summative assessment. Students who simply fail to turn in an assignment on the due date can expect a score reduction

**Procedures**

1. Work Time: Work from the first bell until the teacher says to stop.
2. Warm-up: Come to class prepared (NO BACKPACKS OR PHONES) and start to work on the warm-up immediately.
3. Attention: when your attention is requested, stop talking and turn to the teacher.
4. Turn in work: Place your homework into the designated tray for your class.
5. Talking: You may not talk while someone else is talking unless otherwise instructed.
6. Questions: You are encouraged to ask the people on your left and right to help. If they cannot help, please raise your hand.
7. Bathroom Pass: Ask permission first. Then, fill out your Student Planner page and have the teacher sign it.
8. Dismissal: Please stay seated in a chair or a desk to wait for the bell. The teacher will dismiss the class when the bell rings and everyone is seated.

**TARDIES** are unacceptable. If you do not arrive to class by the time the tardy bell rings, you will have to get a late pass from the office.

**Electronic devices are NOT allowed** in my class except **by PERMISSION ONLY** and only for the purpose of doing school work. During class is not the time for students to be communicating with friends or family. Abuse of this will result in the confiscation of your students’ phone and any interruption could be deducted from the Passport grade. If you need to reach your student or your student needs to reach you, it needs to be done through the school lines or at lunch. The school-wide policy is as follows:

|  |  |  |
| --- | --- | --- |
| **1st offense:**  **Confiscated for 10 days** | **2nd offense:**  **Confiscated for 30 days** | **3rd offense:**  **Confiscated for the year** |

\*\*\*French/English dictionary: I know many students have apps and web browser capabilities on their phones and at home, but electronic translators are only good for individual words (and even then, not always accurate). When it comes to phrasing and sentence structure, they do not function correctly and will cause more harm than help.\*\*\*

Parents and guardians need to fill out the information on the last page. Students should have their supplies and the completed information forms **by Monday, August 15.**   
  
**Online Communication**  
ManageBac will be my primary form of communication with your student. Emails will be sent via ManageBac. Documents for class and homework will be posted in it. Your student should have a ManageBac account. Please check with your student to make sure it is updated with his/her most current email address. If your student is new and does not have one, have your student see me, so it can be set up for him/her.

Any extra supplies that could be donated to the class, such as tissues, hand sanitizer, dry erase markers, or candy for games and trivia questions would be greatly appreciated but are certainly not a requirement.

I love to hear from my students’ parents and guardians. The best way to reach me is through email. If that is not possible for you, do not hesitate to call and leave me a message. Also, if you are interested in participating in class events (Christmas, Snail Adoption, etc) please let me know on the attached form!  
 Sincerely,

Amber Thévenet

**Email**: [thevenet\_a@hcde.org](mailto:thevenet_a@hcde.org) **Phone**: 423-886-0880 **ext. 231  
Room:** 2149

**Information and Signature Page for Mme. Thévenet  
2016-2017**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian(s) Name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian best email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian best phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Second email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Second phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Does your student have access to the internet at home? YES NO

Are you, the parent or guardian, interested in participating in class activities such as Christmas parties, Snail Adoption, Mardi Gras?

**Circle one: YES NO**  
If yes, what is the best way to reach you?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Extracurricular activities in which the student participates during the year:**  
1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Is there anything specific I should know about your student (strengths, weaknesses, medical issues, etc)?**

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

**Academic Honesty Pledge:**I am principled. I will not give or receive inappropriate aid, such as use of translators or plagiarism, on my assignments. By signing, the student acknowledges that they understand that inappropriate aid on any assignment will result in a grade of zero and a conference with the parent/administration.

Also, by signing, the parent/guardian and student acknowledge that they are aware of the classroom procedures and expectations of the student.

Parent Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_