



*John F. Kennedy High School  
Sacramento City Unified School District  
(Department of World Languages)  
6715 Gloria Drive  
Sacramento, CA. 95831*

*Welcome!*

*¡Hola chicos y chicas! Bienvenidos a la clase de español 3. Primero, me gustaría felicitarles por continuar su aprendizaje de la lengua castellana. Segundo, espero que tengamos un semestre interesante y productivo. Tercero, espero que todos ustedes aprendan muchísimo y saquen una nota satisfactoria. ¡Les deseo buena suerte a todos!*

*1. Classes:*

*Spanish-3*

*2. General Class Information:*

*Teacher: El señor Roel Báez Peña  
Classroom: T-4  
E-mail: Roel-Pena@scusd.edu*

*Telephone: Main office (916) 395-5090 (Ext. 506804)*

*Tutoring Hours: During lunch time or by appointment only!*

*3. Required Textbook and Workbook:*

*Book: ¡En Español! California edition (McDougal Littell) c. 2004, Gahala, Estella, Hamilton Carlin, Patricia, Heining-Boynton, Audrey L., Otheguy, Ricardo, Rupert, Barbara J.*

*Workbook: Más práctica Level 3 ¡En Español! (McDougal Littell) a Houghton Mifflin Company.*

*4. General Overview (Course description):*

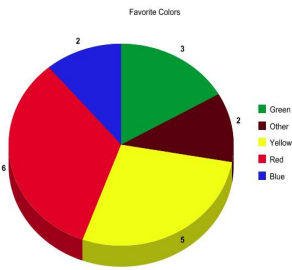
*Students continue to develop cultural awareness and communication skills involving reading, writing, listening, and speaking. The emphasis is on comprehension and production of frequently used language. Students practice extensively in oral communication and writing simple messages, narratives, and letters. Classroom activities are related to the real world and include developing an awareness of acceptable behavior in the foreign culture.*

*5. Course Main Objective:*

*Students will be able to continue enriching their Spanish knowledge (listening, reading, writing and speaking) by acquiring more vocabulary, grammar and cultural information throughout the academic year.*

6. Course General Requirements:

Grading Policy (El grado o la nota): Grades will be determined using the following criteria:



Percentages:

- |   |               |
|---|---------------|
| I. Final exam for 1 <sup>st</sup> and 2 <sup>nd</sup> semester: | 10%           |
| II. <b>Oral and written assessments:</b>                        | <b>30%</b>    |
| III. <b>Daily assignments (In-class weekly work):</b>           | <b>30%</b>    |
| IV. <b>Independence practice (Homework):</b>                    | <b>10%</b>    |
| V. <b>Class participation, projects and materials:</b>          | <b>20%</b>    |
|   | <b>= 100%</b> |

Grades will be assigned on the following scale:



“A” 100-90%,



“B” 89-80%,



“C” 79-70%,



“D” 69-60%,



“F” 59-0%

*¡Por favor, recuerden! There is no extra credit work in this class! All finals, tests, quizzes, in-class written/oral activities, class participation, projects and homework will be counted towards your final semester grade. Therefore, I recommend you to complete most of the work required to pass successfully this course at the end of each semester. All grades must be earned, nothing will be given out. Please work very hard!*

I. Final exam for 1<sup>st</sup> & 2<sup>nd</sup> semesters (Exámenes finales de los semestres) 10%:

There is one final examination at the end of each semester that will incorporate all the knowledge that you have absorbed throughout the entire semester. These final examinations are mandatory to take. Therefore, I advise you to fully learn all the grammar and vocabulary that will be used in class every day.

II. **Oral and written assessments (Exámenes, controles y pruebitas orales o escritas) 30%:**

Oral and written exams or tests will be given at the end of every study unit, for example: The present tense unit = Unit test (Prueba de la unidad). Oral and written quizzes (pruebitas) are assigned once or twice per week at the end of each specific lesson (La lección).

Please note: Several different formats will be used, for instance, essays, multiple choice, short answers and fill-in the blanks for all written assessments. Also, missing assessments due to an absence must be made up within five days of the absence. After five days, make-ups will not be allowed or accepted, and it will count as zero. Missing assessments will not be taken if the absence is not excused. There will be **NO EXCEPTIONS!** Please do well in every assessment because there are not retakes for unsatisfactory scores.

Cheating: This behavior will not be tolerated at any time during testing days. Your written assessment will be removed from you and it will be graded as a “0”. Also your parents/guardians will be notified immediately. A second offense (infraction) will result in an automatic “F” for citizenship on your report card. And, a failing grade for the specific test that you were taking.

### III. Daily assignments (*Actividades semanales*) 30%:

Daily assignments will be assigned and completed only during class time. Every student is responsible to turn in all the specified activities for the week in a well-organized package on the assigned due date. Total amount of points for every package of assignments will vary depending on the amount of work given by the teacher weekly. Any missing activity, due to an excused absent, can be completed during lunch time or after school and turned in the following week without any late penalty. All late assignments (packages) will be penalized with minus points.

Please note: Every specific assignment will be done and corrected (graded) during class session. Therefore, I suggest you to be extremely careful with your written answers. Please, do not copy your weekly work from a classmate. Do it yourself, so you can learn the Spanish material presented every day.

Before you deliver your daily assignments, your work must:

- I. be written in a neat way. (Messy work will not be accepted)
- II. be organized in a package.
- III. have all the work completed and graded by a classmate or teacher.

### IV. Independent practice (*Homework "La tarea"*) 10%:

Homework will be assigned on a daily basis, twice a week or at the teacher's discretion and will be due the following class meeting or on its assigned due date. All assignments will be recorded every day in a "Homework Log" (All logs will be signed every two weeks by a parent or legal guardian and they will be turned in for 100 points). Late work will be penalized ("x" amount of points will be deducted after the due date) and it can be turned in no later than one class after the assigned date. After one day, the assignment(s) will not be accepted or counted towards your grade. Also work copied from any written sources and presented as student's own work will not receive credit or any chance of make-up the assignment.

Please understand: Homework is extremely important to your own personal success in the class. "Just do it and do it well" ("Hazla y Hazla bien")

### V. Class participation, projects and materials (*Participación, proyectos y materiales de clase*) 20%:

Daily and weekly participation will be calculated on the following criteria:

- I. Student's punctuality (A tardy will be penalized with point not an absent).
- II. Student's discipline (Outstanding student's citizenship will receive points).
- III. Oral and written participation in class activities (Subjective assessment of student's overall performance and improvement throughout the class session).

Please note: If you are absent, participation points can be made up by submitting either a readmit or an excuse note that contains a brief explanation and parent's signature.

Attendance (Asistencia): Students are required to attend all class sessions. All absences must be cleared in the attendance office. Truancies and unclear absences will count against you.

Please note: A tardy will be marked to students who are not seated in their assigned desk after the bell rings. Hall passes are not allowed at any time. Use your passing period wisely.

Also in class **projects** (Proyectos) will be counted as class participation. There will be mini or major projects to be completed per quarter or semester. Projects' format will vary depending on the chapter we will be studying. The idea of the projects is to give you the freedom to utilize your acquired knowledge in a more personal and creative way.

Course materials:

Every student is responsible to have his or her basic class materials in class everyday. Basic course materials that must be brought in a daily basis are:

- I. Spanish binder: (Una carpeta de español)
- II. Writing instruments: (Pencil, pen and paper (lápiz, pluma y papel))
- III. Spanish textbook: (El libro de ¡En español! 3 California Edition, McDougal Littell-04)
- IV. Spanish workbook: (El cuaderno de "Actividades para todos" 3 McDougal Littell-04)
- V. Other material needed for a specific project or in class activity.

Please note: If you are not prepared with the proper material, you will be penalized; some points will be deducted per item missing during class session. Students are not allowed to store (to leave) their classroom material or personal items in the Spanish class. Any lost items or damaged material is not your teacher's responsibility. Please make sure that you gather all of your belongings at the end of the class.

A Spanish notebook/binder (La carpeta de español) is mandatory. All students are responsible to have a well organized notebook (only for the Spanish class) by the end of the school year. The Spanish notebook should be divided into the following sections:

- Section # 1: Weekly Homework Logs (Tareas Semanales)
- Section # 2: Weekly Activities/Work (Actividades Semanales)
- Section # 3: Class's notes (Apuntes de la clase) and Important papers or Handouts (Papeles importantes o Papeles de trabajo)
- Section # 4: Assessments (Controles o Pruebas)
- Section # 5: Corrected Homework/Projects (Tareas/proyectos corregidos)

Please note: All corrected work must be placed at the end of the specific section behind the new work that we are working on. An unorganized binder will be penalized with an "X" number of minus points. Please bring your binder to class every day!

7. Basic classroom rules (Reglas básicas de la clase):

*Be here, on time and be prepared to learn!*

*You need to be prepared:*

- I. With a positive and energetic attitude to learn.*
- II. To follow teacher's instructions at any time.*
- III. To respect your classmates and teacher(s) daily.*
- IV. With assigned homework and assignments.*
- V. To work every day!*

Please note: *Please remember the following useful hints to successfully pass your Spanish 3 class at the end of the school year.*

*You must:*

- a) Come to class every day!*
- b) Clear all your absences to gain points in class!*
- c) Be on time every day!*
- d) Bring your class materials!*
- e) Record daily homework assignments!*
- f) Participate orally in class activities!*
- g) Complete all your daily written work!*
- h) Do your assigned homework on time!*
- i) Pass all your oral/written assessments!*
- j) Be respectful to your teacher and classmates!*
- k) Have an open mind to work with other people!*
- l) Ask for teacher's help!*
- m) Have an open communication with classmates and teacher!*
- n) Remember that your main goal is to continue mastering your Spanish knowledge to pass this class successfully in order to fulfill your college foreign language requirements.*

8. General outline of the grammatical topics:

First/Second Semester: The following outline is designed to give you a panoramic view of the grammatical topics that the teacher will be teaching in class.

1. El presente de los verbos regulares.
2. Los verbos con cambios en la raíz en el presente.
3. Los verbos irregulares en la forma “yo” en el presente.
4. El pretérito de los verbos regulares.
5. Los verbos irregulares en el pretérito.
6. Los verbos con cambios en el deletreo en el pretérito.
7. Los verbos con cambios en la raíz en el pretérito.
8. El uso de “ser” y “estar” en el presente/pretérito.
9. El imperfecto regular e irregular en español.
10. El pretérito versus el imperfecto en español.
11. El presente progresivo en el presente, pretérito y futuro.
12. El futuro simple, regular/irregular y perfecto en español.
13. El uso de las preposiciones por y para.
14. Los adjetivos/pronombres demostrativos.
15. Los verbos gustar, tener, ir, saber y conocer en varios tiempos gramaticales.
16. El presente/pasado perfecto en español.
17. Los verbos reflexivos en el presente, pretérito y futuro.
18. El uso de se impersonal.
19. Los mandatos formales e informales en español.
20. El condicional y el condicional perfecto.
21. El objeto directo e indirecto.
22. El modo subjuntivo.
23. El indicativo vs. el subjuntivo.
24. Vocabulario variado.
25. Lecturas culturales.

Please note: This outline is subject to any additional modifications. The student(s) will be informed about any changes in advance.

9. General statements:

*Dear Parents or Guardians:*

*I would like to welcome you and your son/daughter to my Spanish-3 course and also I would like to extend an invitation to visit my class in room T-4 at any time.*

*The instructor will adhere to all School and District policies pertaining to attendance, make-up tests, cheating/plagiarism, as well as withdrawal, incomplete, and final examinations. Students are expected to be familiar with and adhere to these policies. Statements about any directions regarding student work (For example: Specific material submitted will be retained by the instructor. Should you desire copies of submitted material, duplicate copies before submission); the Principal and/or Department reserves the right to modify and/or change the course syllabus as needed during the course.*

*If you have any questions regarding the above information, please feel free to contact Mr. Peña at [Roel-Pena@scusd.edu](mailto:Roel-Pena@scusd.edu). Thank you!*

*Sincerely,*



*Roel B. Peña*