

Mrs. Keffeler's Spanish Class

elkeffeler@mcpsmt.org / 406.728.2400 x8073

¡Hola y bienvenidos! Hello and welcome! I am so excited to be with you this school year, and we are going to have some fun! We will cover grammar topics as well as cultural ones, and have some fun celebrations and cultural days thrown in the mix! We will practice our Spanish as much as we can, with reading, writing, and speaking! Learning a language is hard, and you can expect to make mistakes. I know I do! I would ask that you please bear with me as we walk through learning together, and try to keep an open and positive mind!

Communication:

Feel free to contact Mrs. Keffeler by **email first** whenever you need something! I am pretty good at getting back to emails ASAP, and I will do my best to maintain open and clear communication throughout the school year. I will constantly communicate via Google Classroom, and will utilize Blackboard messages to give updates to parents/guardians on dates, activities, and other information.

In Class Procedures:

Our class time will be structured similarly every day. On a typical day we will do a warm up, write down some vocabulary, take some notes, and do an activity. I will accept any late/missing work as long as it is fully completed and turned in before the missing work deadline. Any late work that is turned in late but not complete will not be graded. Any work with no name will be thrown away on **Fridays** after they are entered in the gradebook.

Technology

Students need to bring their charged chromebooks to class **every day**. If we need to have them and a student does not have their chromebook, they may borrow one from the library. If this happens more than once, they will receive an ODR. Computers (chromebooks) will be used in place of cell phones for instructional opportunities like Quizlet Live and access to Google Classroom. Students should **not** have cell phones within their reach during class time. Cell phones should be out of sight unless explicitly stated otherwise. I will adhere to the Big Sky High School phone policy.

Technology plays a large part in academic integrity. Big Sky World Languages Academic Integrity Policy is posted on google classroom and will be sent home as a warning. We will also go over it in class and it will be posted in the classroom at all times.

Grading

I use standards based grading, which means each task is given a grade of 0-4. Students should aim to earn **threes** as an average, as this means they have met the standard. A **four** is reserved for when the standard/expectations have been **exceeded**.

Grades are posted to the grade book in three categories:

1. Participation (10%): warm-ups, daily activities, vocabulary
2. Formative (20%): quizzes & small projects
3. Summative (70%): unit assessments & large projects

Participation grades can be made up at any time throughout the current term. Formative grades can be retaken/redone once per task, per term. Summative assessments/projects can be retaken/redone once per task, per term. Any reassessments or late work needs to be **initiated by the student** via email or personal conversation.

Materials

Students need to have a **notebook** or **binder** that is **dedicated to Spanish** and not shared with another subject. If this is a financial burden, please let me know via email and I will be happy to work out a solution to be sure the student is prepared. Too often students have had Spanish notebooks/binders combined with other subjects, and then they can't find what they need when the time comes. Students also will need to bring a writing utensil **every day** along with their charged chromebook.