



Coach Eric Harlow  
Hutto High School  
Classroom: 107  
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## **COURSE: SPANISH I**

My name is Eric Harlow and this will be my fifth year teaching and coaching at HHS, but my 12<sup>th</sup> year teaching and coaching overall. Hutto ISD requires two years of a foreign language to graduate from high school. By completing this course, your child will receive one year of high school credit toward that requirement. This course will also count towards your child's high school Grade Point Average (GPA) so it's important that they give their best effort. During this year they will be introduced to the basics of the Spanish language as well as the multiple cultures it represents.

**CANVAS Classroom:** We will not be using Google Classroom this year, we have been asked to use CANVAS. Students can access CANVAS through their ClassLink site. There is no need to join my CANVAS class as class rosters are linked to Skyward, so if you are in my Skyward class you will be automatically enrolled in my CANVAS class. CANVAS will be used to house all of our digital content this year, but it does not encompass everything we will be doing in class. We will be doing some activities the traditional way (pen and paper) that will not show up as an assignment in CANVAS. Please be aware that grades in CANVAS are not official grades and may or may not match up with your official grade in Skyward.

**Communication:** I can be reached at [eric.harlow@huttoisd.net](mailto:eric.harlow@huttoisd.net) as well as 512-759-4700 ext. 6062. I also use the BAND APP to communicate with students and parents about what is going on in the classroom. You can join my Spanish 1 Band by following this QR code -



**Supplies:** District Issued Chromebook  
1 composition notebook or spiral  
Access to a 3 ring binder (does not have to be dedicated to this class) to keep handouts

**Tutorials:** Please check my teacher webpage for specific times as they will change throughout the year as my coaching seasons change, but I will offer morning and afternoon opportunities.

### **Classroom rules:**

1. Be respectful to your peers, your school and yourself.
2. Bring all materials to class - bring chromebook to class every day!
3. Be in your seat by the time the class starts.
4. Start your warm-up immediately.
5. No food or drinks permitted in the classroom unless it's water in a clear container.
6. CELL PHONES and other electronic devices must remain off and put away..
7. Everyone must participate!
8. Stay in your seat until dismissed by the teacher.

#### Grading:

1. The foreign language grading scale is:

Daily work/Homework	<b>45%</b>
Assessments/Projects	<b>55%</b>
2. **Daily Assignments** – You will have something to complete **daily**. I generally give one homework assignment per week that will be posted to CANVAS. On top of homework I encourage all students to spend **10 minutes each day practicing their vocabulary** (i.e. writing, speaking, flashcards, etc.).
3. **Quizzes** - We generally have a quiz every week based on either the vocabulary, grammar or culture that we have been studying that week. This is considered a “minor assessment”.
4. **Tests/Projects** - We demonstrate our mastery of each unit by either taking an end of unit exam or doing a unit project. When we do a unit project I will introduce the project at the beginning of the unit and have check-ins throughout the unit with the final project due approximately 3 weeks after we start the unit. Tests and projects are equal to two quiz grades, or a “major assessment.”
5. **Semester Exams** - We will take an end of semester exam in December and May that will cover all content covered during the semester. The semester exam will be combined with the three 6 week grading periods of the semester to calculate each student’s semester grade. (15% of overall grade)
6. **Academic Dishonesty** – I will not tolerate any form of academic dishonesty. Anyone caught cheating will receive a zero on the test/quiz/assignment, and I will make a phone call home to parents. This includes all forms of academic dishonesty discussed in the HHS Virtual Grading Policy.
7. **Late Work** – I will follow the HHS late work policy which allows for an assignment to be turned in no later than 3 days after the due date for a maximum of a 70%. Please turn in assignments on time!
8. **Failed Assessments** - a student has the opportunity to retake any regular assessment that they fail (less than 70%). I will follow the HHS Grading Policy which requires tutorials be attended, late work to be made up and the original assessment to be corrected before an assessment can be retaken. Semester Exams cannot be re-taken.
9. **Extra Credit** - Extra credit can always be earned toward any assignment - replace a missing daily grade with a 70%, add up to 10% on a quiz or add up to 5% on a test/project. No more than 2 extra credit assignments can be turned in per week. Extra credit will be explained in further detail in class and with an email home about it as well.

#### Classroom Procedures:

1. **Absences** – It is your responsibility to get your make-up work when you have been absent or when you have checked out early. If you miss a test or quiz you must arrange a time with me to make-up your test or quiz. All homework assignments will be posted to CANVAS.
2. **Tardies** - A student who is tardy to class will be assigned detention according to our school tardy policy. Repeated instances of tardiness will result in more severe disciplinary action, including but not limited to Saturday School, ISS or suspension.
3. **Restroom Use** – Students should use the restroom before or after class if possible. No one will be allowed to leave the room during the first or last 10 minutes of class. Abuse of restroom use will result in limited restroom use during class.
4. **Internet Translation** - Please **do not** use the internet to translate your work. Internet translation sites translate things literally, so a lot of the time your sentences will not translate correctly.
5. **Discipline** - If a classroom rule or school rule is broken by a student I will use the following Student Self-Management Plan.
  - 1<sup>st</sup> time – verbal warning with documentation of warning.
  - 2<sup>nd</sup> time – verbal warning with student/teacher conference to reach an understanding.
  - 3<sup>rd</sup> time – student/parent/teacher conference to discuss behavior and consequences.
  - 4<sup>th</sup> time – automatic office referral and parent phone call.
  - There are of course serious behavior issues that will result in an automatic office referral