**Jennifer Ruiz**

**ESL – Middle School**

**2019-2020**

**Course Goals**

Every day in our class is built around each student having learned or practiced the tools and skills needed to become one or more of the following:

1. A more critical thinker
2. A stronger reader
3. A more thoughtful writer
4. A stronger speaker
5. A more attentive listener

If we have not done one of these five things every day in our classroom, we have not been working hard enough.

**Expectations**

I am a respectful adult who is passionate about teaching you to be a better version of yourself. When you are respectful students in my class, then I can be the best version of myself. That said, you are always expected to:

* Enter class on time and get to work right away.
* Raise a silent hand when you want to speak.
* Be respectful to others and the classroom.
* Remain seated unless I tell you otherwise.
* Follow my directions immediately.
* Participate and try your best.

**Assessment and Grades**

Your grades in this class are calculated by a combination of your scores on the assessments below.

|  |  |  |
| --- | --- | --- |
| **Assessment** | **% of Grade** | **Description** |
| In-Class Tasks and Participation | 15% | Classwork that is completed daily. You will be checked on completion and quality of assignments. |
| Homework Assignments | 15% | Work that you will be asked to complete at home. |
| Formative Assessments | 30% | Includes exit tickets and quizzes completed during class. |
| Summative Assessments | 40% | Longer projects usually completed over a period of time in class and at home and in-class tests. |

**Extra Help**

If you are having difficulty with the material, have personal questions or concerns, or need advice, please ask me for help. Anyone in the ESL department is available to assist you including Ms. DeAbreu, Ms. Chatilla, and Ms. Maria.

**Homework Policy**

You will receive full credit for homework assignments only if they are handed in on the correct due date. Late assignments will be accepted for partial credit for up to a week after the due date. Anytime afterward, homework will *not* be accepted.

**Contacting Me**

I welcome your communication with me via email, but please keep in mind that I am your teacher and be mindful of the way in which you address me. Every email needs to have a subject heading and should be formally composed. Address me by my name (“Dear Ms. Ruiz…”), state your thoughts and questions clearly, and then sign your first and last name. I will then respond in a timely manner. Please note: I will *not* reply and will ask you to re-write emails without appropriate subject headings, without names, or without evident time or care in composition.

I can be reached at Jenniferc.ruiz@ucps.k12.nc.us and usually respond fairly quickly.

**Supplies**

You will need a pencil, a folder, and notebook for the class. Optional: You may also wish to bring in a pair of headphones. A donation of tissues and/or hand sanitizer for the class would be highly appreciated.

**Additional Notes**

Remember that it is essential to our learning for you to respect others, our classroom, and yourself. My class can be challenging, but it is also interesting. If you choose to give your best effort, you will learn a lot and enjoy the course. Good luck.