**YMS Spanish**

**Miss Winkle** room 014-017

**Phone:** 759-2644

**Email:** kwinkle@yorktown.k12.in.us

**Website:** [www.yorktownspanish1.weebly.com](http://www.yorktownspanish1.weebly.com)

 **Rules and Requirements:**

1. **NO TALKING WHEN I AM TALKING.** Do not get up while I am talking.
2. The tardy policy will be strictly enforced. You must be in your seat when the

bell rings. After three tardies you will receive a demerit.

1. You are expected to come to class everyday prepared to learn. You are to bring a pen or pencil, paper, and a notebook in which to keep your materials organized. Students who habitually come to class without their materials, (paper, pens or pencils, handouts, or worksheets), will receive demerits. **I will not loan out anything.**
2. I will make one copy per student of classroom handouts. If the handout is lost it will be the responsibility of the student to go to the website to print another copy of the needed handout. Losing a handout will not be an excuse for not having it in class.
3. No backpacks in the room, as per school policy.
4. No cell phones in the room, as per school policy.
5. No food or drinks in the room unless it is a special occasion or you have written permission from the nurse due to a medical condition, as per school policy.
6. Do not sit at my desk, **touch anything on my desk**, or be around my desk unless given permission. Do not use my tape, stapler, pens or pencils, or any other materials without given permission.
7. Do not sit near my computer or touch my computer.
8. Cheating will not be tolerated. If you cheat you will receive a zero on the assignment, your parents will be called, the incident will be placed in your school record, and your other teachers will be notified of your behavior.
9. You are responsible for obtaining any work missed from absences. You will receive a **ZERO** in the grade book until the work is turned in. You will have the same number of days to complete the work that you were absent.
10. **Homework and assignments are collected at the beginning of each class** **period.** I will allow students to turn in work late one day past the original due date for half credit if the assignment is complete. **I do not accept** **incomplete work for any amount of credit.** Working on an assignment during my class and then trying to turn it in before you leave will not be accepted.
11. If you have questions concerning classroom material then **ask me questions!** Do not come up to me on due dates or test dates to ask me questions about material you may not understand.
12. **Materials needed:** 1- three-ring binder, notebook paper, pouch for pens or pencils, and 4 subject dividers.