

In your comments you will be using subject nouns, as in ***Juan speaks well***. However, there will be times when you will use your subject pronoun, (***Juan speaks well, but he needs to listen more carefully***). The pronouns for *he* and *she* are:

he = él *

she = ella

*Remember that **el** (no accent mark) means 'the' in Spanish and accompanies a masculine, singular noun. Even though many of your comments will be written about a student, there are also many times when you will need to address the parent and parents directly. Let's consider another very important topic . . .

You . . . You . . . You . . . and You ?

One big difference between English and Spanish is the several different ways to address individuals. The words you choose to address your student are different than the words you choose to address parents.

Tú means 'you' and is used to address an individual in a casual way. This address is typically used for a family member, a close friend, a young person, a pet, and anyone with whom you are familiar. While you would use this address to speak to your student, you will not address his or her parent using this word. This pronoun, along with its verb forms, would rarely be used in your comments home.

The other way to address an individual is with the word **usted**. This word may be abbreviated in writing as **Ud.** (just like the English abbreviation *Mr.*, this word is only a WRITTEN abbreviation and never pronounced as such). This address is used with people that you do not know very well and with whom you wish to be polite and to express respect. This is the address you will use with your students' parent.

The two addresses above are used for individuals only. There are two separate words that express 'you' (plural). One is the plural form of **tú**, while the other is the plural form of **usted**. This means that while English-speakers are accustomed to having one simple word, (you), Spanish has FOUR! While this seems overwhelming, we can simplify it considerably here. The plural of **tú** when addressing all males, is **vosotros**.

Vosotras is used when addressing all females. HOWEVER, this address is not used in the majority of the Spanish-speaking world. As a matter of fact, it is only used in the northern two-thirds of Spain. Since other Spanish-speakers do not speak using this address, we will not consider it in our workbook.

So then, how do all of the other Spanish-speakers address the plural *you*? It may help to remember that the difference between casual and polite no longer applies in the plural address. The word **ustedes** (abbreviated in writing as **Uds.**), is used to address *you* (plural) regardless of the relationship. You would use this address talking with two students and also if you were speaking with their parents.

What is vital to understand at this juncture is this:

USTED IS THIRD-PERSON SINGULAR

What this means, of course, is that all of the verb forms that you learned on the previous page for *he* and *she* ARE ALSO USED WHEN ADDRESSING USTED. Take a look:

Él habla bien.

Ella habla bien.

Usted habla bien.



Below are excerpts from page 16 . . .

INVITING THE PARENTS TO MEET WITH YOU

Would you be able to visit us during class? ¿Podría(n) usted(es) visitarnos durante la clase?
I would be happy to talk to you about this.

Será un placer hablar con usted(es) acerca de esto.



Please make an appointment to visit our classroom.

Favor de hacer una cita para visitar nuestro salón.

Please make an appointment for a tour of the school.

Favor de hacer una cita para una visita guiada de la escuela.

Please let me know when you are available to visit.

Favor de avisarme cuando usted(es) pueda(n) visitar.

Please share your own observations about ____'s strengths and weaknesses.

Favor de compartir sus propias observaciones acerca de las fuerzas y debilidades de ____.

There will be an interpreter at our meeting. Habrá un intérprete en nuestra reunión.

Please let me know if you would like an interpreter for our meeting.

Favor de dejarme saber si a usted(es) le(s) gustaría invitar a un intérprete a nuestra reunión.

I'd like to meet with you before your departure.

Me gustaría reunirme con usted(es) antes de su salida.

We hope you can attend a class on ESL.

Esperamos que usted(es) pueda(n) asistir a una clase de inglés como segunda lengua.

These classes are free. Estas clases son gratuitas.

There will be child care available at no charge. El cuidado para los niños será gratis.

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AT HOME

Please look at ____'s papers everyday after school.

Favor de mirar los papeles de ____ cada día cuando regresa a casa.

Please make sure ____ redoes this assignment at home.

Favor de asegurar de que ____ haga esta tarea nuevamente en casa.

____ will need your assistance with a class project.

____ necesita su ayuda con un proyecto para la clase.

Please encourage ____ as much as possible. Favor de darle a ____ tanta motivación posible.

Please encourage ____ to read aloud. Favor de motivar a ____ para leer en voz alta.

Regular reading habits are important. Es importante leer regularmente.

Please see that ____ studies every evening.

Favor de asegurarse que ____ estudie todas las noches.

Please establish a daily study time for ____ to study.

Favor de establecer una hora diaria para que ____ estudie.

Remember that parents are a very important part of their children's education.

Acuérde(n)se de que los padres son una parte importante en la educación de sus hijos.

Remember that your involvement has a positive effect on your child.

Acuérde(n)se de que su participación tiene un efecto positivo en el progreso de su hijo.

Remember that homework presents an opportunity for ____ to improve his/her performance in school.

Acuérde(n)se que la tarea presenta una oportunidad para que ____ mejore su rendimiento en la escuela.

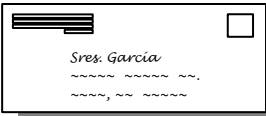
Let ____ know that his/her education is extremely important to you.

Permita(n) que ____ sepa que su educación es sumamente importante para usted(es).

Please encourage ____ to take responsibility in his/her own education.

Por favor, de(n)le ánimos a ____ para tomar responsabilidad en su propia educación.





PREPARING THE PARENTS FOR THE IEP

Review Going Home With Spanish for days of the week and expressing the date.

We will have an IEP for _____ on _____, _____ at _____.
name day of the week date time

Tendremos un PEI para _____ el _____, el _____ de _____ a _____.
name day of the week date month time

Remember that the IEP is a written plan designed to list specific education goals for _____.
Acuérde(n)se que el PEI es un plan escrito que está diseñado para listar las metas educativas específicas para _____.

It is very important that you be at _____'s IEP .

Es sumamente importante que usted(es) participe(n) en el PEI de _____.

Please let me know if you would like an interpreter.

Favor de dejarme saber si a usted(es) le(s) gustaría un intérprete.

Please notify me immediately if you are unable to attend.

Favor de notificarme inmediatamente si usted(es) no puede(n) asistir.

The IEP is an agreement between you and the school on how _____ will be educated.

El PEI es un acuerdo entre usted(es) y la escuela acerca de cómo se va a educar a _____.

The IEP will take place at _____'s school in room _____.
room number

El PEI será en la escuela de _____ en el salón _____.
room number

In attendance at _____'s IEP will be _____.
list names and positions of everyone planning to be in attendance.

En asistencia en el PEI de _____ serán _____.
A complete list of positions on the IEP committee is found on the next page.

We have developed a draft of proposed goals for _____ and look forward to your input.

Hemos desarrollado un borrador de metas y objetivos para _____ y esperamos sus ideas.

We will be discussing the progress that _____ has made on the goals from his/her previous IEP.

Hablaremos del progreso que _____ ha logrado en las metas de su plan previo de PEI.

We will be identifying any behavioral concerns.

Identificaremos cualquier preocupación acerca de su comportamiento.

We will be developing / reviewing / revising _____'s IEP.

Desarrollaremos / repasaremos / revisaremos el PEI de _____.

We will explain what _____'s goals mean and talk about accommodations needed.

Explicaremos lo que las metas significan y hablaremos sobre las comodidades necesitadas.

We will talk about expectations for _____ and how to meet them.

Hablaremos de las expectativas para _____ y como satisfacerlas.

We will be addressing the plan for supporting new behaviors.

Hablaremos del plan para apoyar las nuevas conductas.

We will be considering the criteria to be used to evaluate progress.

Consideraremos el criterio que se usará para evaluar el progreso.

Please come prepared to discuss _____'s goals.

Favor de venir preparado/a/os/as para hablar de las metas de _____.

Please be thinking about the most important goals you would like for _____ to achieve.

Favor de estar reflexionando sobre las metas más importantes que a usted(es) le(s) gustaría que _____ logre.

Please bring the names of all of _____'s prescription medicines with you.

Favor de traer con usted(es) los nombres de todas las recetas médicas de _____.

Please bring any updated, relevant medical information we will need about _____'s health.

Favor de traer cualquier información actual y pertinente que necesitaremos acerca de la salud de _____.

