



Classroom Information & Syllabus for Shannon Acap, Third

Teacher & Course Info:

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Teacher Contact Information	Shannon Acap, shannon.acap@ nisd.net and 210-397-0600	
Conference Period	8:30 am-9:15 am	
Daily Schedule	7:40 am-8:00 am 8:00 am-8:30 am 8:30 am-9:15 am 9:20 am-10:50 am 10:50 am-11:40 am 11:50 am-12:20 pm 12:20 pm-12:35 pm 12:35 pm-1:50 pm 1:50 pm-2:50 pm 2:50 pm-3:00 pm Morning Meeting & Announcements Reading Intervention Discovery Math Writing Lunch Recess Reading Science/Social Studies Dismissal	
Course Overview & Content	Our grade level instructional plan may be found at nisd.net/schools/catalogs . In addition, I will communicate information around our learning targets through monthly newsletters .	
Grading & Progress:		
Grading Weights	Grades are calculated using a Total Points System where every test, assignment, and quiz is worth an equal number of points. Because each individual item carries the same weight, your final grade is simply the total points earned divided by total points possible.	
Redo/Retake Policy	• (1 attempt) • Used for growth and mastery • TEKS must be retaught without using initial	

	assessment • First attempt documented in TAC and the highest grade is a 70 • E (85-100),S (70-85),N (60-70),U (<60)
Make-up Work	Type of work allowed to be made up • Any work that was missed when absent Procedures to be followed: • Done at school • GT students do not make up missed work for GT day Timelines for makeup work • Grades for assignments not completed during the first three weeks of the nine-week grading period must be submitted by the progress report deadline. • Grades for assignments not completed during the second half of the nine-week grading period must be submitted by the end of the nine weeks. • Any assignment that has not been completed by the designated deadline will be marked as INC (Incomplete). • An INC will be converted to a 50% at the end of the progress report period if the work remains incomplete. Late work policy • 3 days • Completed at school • 50 if not completed, full credit once completed
Promotion Requirements	• Receive an end-of-year average of 70% or higher in reading, language arts, and mathematics. • Receive a 70% overall grade average when reading, language arts, mathematics, science, and social studies are combined. • Demonstrate proficiency of most third grade TEKS in reading, language arts, and mathematics, or be expected to do so early in fourth grade.
Measuring Progress	Student progress is monitored through a comprehensive and ongoing process that combines classroom performance, formal assessments, and continuous observation. Teachers evaluate students daily using assignments, classwork, and quizzes aligned to the Texas Essential Knowledge and Skills (TEKS), while also incorporating informal strategies such as

	small group instruction, observations, and quick checks for understanding. Additional information is gained through district screeners, unit assessments, student work samples, projects, and other methods of assessments.
Assessments:	
MAP Growth (Fall/Winter/Spring)	• Fall MAP Math: 08/26/26 • Fall MAP Reading: 09/02/26-09/03/26 • Winter MAP Math: 01/13/27 • Winter MAP Reading: 01/21/27 • Spring MAP Math: 05/05/2027 • Spring MAP Reading: 05/12/2027
TELPAS Testing	• K-5th TELPAS Window Reading and Writing: 03/02/27-03/04/27
State Assessment	• STAAR Reading: 04/13/27 • STAAR Math: 04/20/27
Unit Assessments	Students will take a district unit assessment at the end of each unit of instruction.
Student Support:	
Intervention	In our classroom, we are committed to the success of every student. If a student needs additional support in a specific skill or concept, they will have access to targeted intervention opportunities such as small-group instruction and computer based interventions. These interventions are designed to close learning gaps and help students build confidence. Our school provides a campus wide intervention block Monday through Thursday from 8:00 am-8:30 am. In addition, students who meet eligibility criteria receive targeted support from the Reading Academic Support Teacher (AST), Language Support Teacher, and Day Tutors.
Enrichment	Enrichment opportunities are built into our curriculum to challenge students through higher-level thinking and deeper exploration of class topics. Our goal is to ensure every student remains engaged and continues to grow at their own

	individual pace. Our school provides opportunities for enrichment during our campus wide intervention block Monday through Thursday from 8:00 am-8:30 am.
Communication:	
Communication Method	Communication between home and school is vital for student success. I will communicate via Email, Class Dojo, and Newsletter. Parents can reach me at shannon.acap@nisd.net
Report Cards	Report Cards will be available through the NISD Home Access Center (HAC) four times a year, following the end of each grading period.
Parent Conferences	We value the partnership between teachers and parents. Parents are offered the opportunity for at least two in-person conferences. Please reach out to schedule a time during my conference period or before/after school as available. Fall Parent Conferences: 10/13/26-10/30/26 Spring Parent Conferences: 01/11/27-01/29/27