



## Information Packet

### Our Schedule:

<b>Monday:</b>	<b>1:45-2:15 Computers</b> <b>2:15-3:00 Library</b>
<b>Tuesday:</b>	<b>9:45-10:15 P.E.</b> <b>2:40-3:10 Music</b>
<b>Wednesday:</b>	<b>9:45-10:15 P.E.</b> <b>10:15-10:45 Computers</b>
<b>Thursday:</b>	<b>10:05-10:55 Art</b>
<b>Friday:</b>	<b>10:15-10:30 Reading Buddies</b> <small>*every 1<sup>st</sup> &amp; 3<sup>rd</sup> week</small> <b>2:40-3:10 Music</b>

### Class Rules:

- Be respectful to others.
- Use appropriate voices and language.
- Do your best work.
- Honor your neighbors and their space by keeping hands, feet and objects to yourself.
- Discuss problems without arguing.
- Listen to the teacher.
- Tell the truth.

### Take Home Folder:

This folder is very important. Please help your child go through it after school to look over the calendar, homework, notes, spelling lists, and class work for you to keep. Please help them clean it out and

remember to put completed homework back in the folder to bring to school the following school day.

### Classroom Management System:

We track our behavior using the "Stoplight" technique. There are 4 stages in our stoplight; gold (excellent), green (good), yellow (caution) and red (struggling). At the end of our day, your child will record on their calendar, in their take home folder, how they did for the day. If he/she stays on gold or green they will receive a sticker for that day. If they had to move to yellow they will color in the space for that day yellow. If your child moves to red, they will color the day red and a note, written by your child, will be sent home that needs to be signed and returned the next day. Each day, your child will begin with his/her "tag" on the gold star. The goal is to stay there throughout the day. If classroom rules are being broken he/she will be asked to move their tag to green. This is a gentle reminder for your child to stay on track. The system continues to yellow then red. I will discuss the situations with your child and work to help him/her solve any difficulties he/she may be having. Every ten stickers your child earns on the calendar, he/she will be rewarded with a trip to our Prize Box.

### Awards and Incentives:

I believe that all children should be rewarded for their hard work. Along with our Prize Box and no homework passes, we have other incentives. As a class, we have the Marble Jar. When the class is showing exemplary behavior I will add marble to the jar. Once it is filled someone will spin the class spinner or vote to see if we: have a marble party, an extra recess, movie and popcorn, etc. Your child may also receive awards for tremendous work, effort or citizenship. He or she may also be using an incentive chart to promote growth in a certain area. Finally, I believe that the most important reward is positive feedback and work to let my students know how proud I am of them every day!

### Homework Policy:

Homework will be sent home Monday-Thursday and will be due the next day. It will be something that covers a skill or concept we are working on at that time. They should be able to complete this with minimal guidance. At times, homework will be sent home that should be done with an adult and extra time will be given to finish the project. If your child is having difficulty with an assignment, please notify me by writing on the sheet so that I can go over it with them. Your child will have the opportunity to earn a "no homework pass" and will be able to have a night off. Guided Reading books will also be sent home to read and sometimes there will be an assignment accompanying it. Please be sure to return the books in their bags along with the assignment inside. Please feel free to use your judgment if you feel that he/she does not have enough time to complete all assignments. Homework shouldn't be overwhelming, so if it is, please let me know so we can make appropriate modifications. We keep track of our completed homework on a chart. Every time your child brings in homework the next day, they will receive a sticker. When he/she gets 15 stickers, they may get a homework pass or a piece of candy!

### Reading at Home:

Students should be reading daily at home. They can read school books, magazines, ebooks, cookbooks, comics...whatever they like as long as they are reading for pleasure. We have a classroom library that the students can choose books from to bring home. We will also be going over how to pick out appropriate books in class together. We call the books sticker books because they will either have a red, yellow, blue or green sticker somewhere on them. Each color increases in difficulty-red being the easiest. These are leveled books and your child should be picking books that are "just right" using the Goldilocks Strategy (see attached handout). I will give each student a Ziploc bag to bring Sticker Books to and from school. At the beginning of each month I will pass out an optional monthly reading log. If your child brings back this log colored in and signed they will earn a special treat from me.

### Guided Reading:

Throughout the week, I will be meeting with small groups of children for guided reading. I will test them to determine their DRA level then group them accordingly. We will be working on the book at school. At school we will be working on comprehension, phonics strategies, fluency and vocabulary at the instructional level. Your child will bring the book home in a bag labeled *Guided Reading*. Inside the bag there will be an information sheet for you and your child to fill out. It would benefit your child if they read the book to you and discussed it with you (see attached handouts on reading at home). They should be able to read the book well since we already decoded it at school. Please return the book and form in the bag the following day. At times, I will give them an extra day or two or just have them read a portion of the book depending on the length or difficulty.

### Birthdays:

Everyone is welcome to celebrate his or her birthday in our classroom. Please be sure to give me a couple of days notice so that I can plan accordingly. Summer birthdays are celebrated at the end of the school year; I will send a note home in May. Treats can be dropped off at the office or sent with your child. In our classroom, we have the birthday boy or girl pick a helper to pass out their treats with them. Then we sing Happy Birthday and dig in! As of now there are 22 children in our class, but some may be added as the year continues, so double check the numbers before you send treats.

### Morning Snack:

Children often need a nutritional snack to assist them through the morning until lunchtime. Students are permitted to bring a *healthy* snack that is prepared as finger-food, peeled and cut as needed. Please supply any plastic utensils if needed. They are also allowed to bring water bottles to school to keep with them at their desks. Please do not send any juice, soda, milk, etc. as it stains our carpets. Snack time is optional and up to your discretion.

### Star of the Day:

The first week of school, I will start sending home notes letting the children know when they will be the Star of the Day. For this, they are to fill out the All About Me worksheet, make a poster and bring a short book of their choosing. I will display these in the morning and then in the afternoon they will present their poster, answer questions about it and read their book to their classmates. I will present mine the first week so that they have an example to work from.

### Communication:

On Monday I will send home the spelling, phonics and vocabulary word lists. Your child does not need to know how to spell the vocabulary words, only understand the meaning. They do need to be able to spell the phonics and spelling words. Second grade curriculum information will be posted on the district website at:

<http://itasca.k12.il.us/benson/facultypages/second/index.htm>

If you need to get in contact with me, please feel free to email, send a note or call. I will get back to you as soon as I can, usually after school or the next morning.

### Weekly Class Activities:

1. Phonics pretests will be on Monday and the post-test will be on Friday. These words are the word family words that correspond with our reading book.
2. The spelling cloze tests (fill in the blank) will be on Friday. Your child will be tested on our high frequency words that we learned in this and previous weeks. We will also do oral sentence dictation every few weeks. In this, your child will be writing sentences read by me. These will be checking their use of spelling words and grammar skills and strategies.
3. Math facts (addition and subtraction) will be tested weekly in timed tests.
4. We will be having centers in our classroom while we are having guided reading groups. In these centers, children will be working

independently or in small groups. The specific activities change throughout the year but are related to our core subjects.

#### Parent Volunteers:

Throughout the past school years, it has been a great help to have the parent volunteers in the classroom. The children really love seeing them and it gives me an extra set of hands during our activities. Sometimes the parents work with small groups, one on one, help with centers, grade papers or work on classroom projects. Please fill out the attached form.

During the school year we will also have opportunities for parents to chaperone field trips. When the permission slips go out, if we need chaperones, there will be a section to fill out if you would like to volunteer. If you would like to help out with holiday parties, you may contact the parent who signed up to organize these events. A note will go home letting you know who this parent is.

#### Transportation:

Please notify the office or send a note if your child will not be taking the bus, going to St. Luke's or going to an after school program. You will also need to let us know who will be picking them up. The bus company does not allow children to ride other busses, like to a friend's home; so if there is a conflict, please notify the bus company.