The ABC’s of

Mrs. Truman’s

Classroom



Absences

Please call the school and let us know if your child will be absent. If your child is absent, please work with them to get caught up on the work they missed for that day. If students are absent on a test day, they will be expected to make up the test on the day they return to school.



Arrivals and Departures

Students are to arrive between 8:00-8:10 each morning and go directly to the cafeteria for breakfast or to their classrooms. ***If students arrive before 8:00 a.m. they are to report to the early rooms or cafeteria, NOT the classrooms.*** The early room is located in the third grade hall, room # 413 and is available for students by 7:00 a.m. each morning. Students are not to arrive before 7:00 a.m.; the building will not be open.



Back to School

The first few weeks of school will be spent getting to know each other and becoming familiar with new routines and expectations.



BEE Folder

B=Bring E=Everything E=Everyday

Your child will be bringing home a black BEE folder DAILY. The BEE folder will help your child remember to *B*ring *E*verything *E*veryday!

The folder will have a “return to school” pocket where homework, lunch money, signed papers, and other important notes from home and school can be placed. In the “keep at home” pocket of the folder, you will find graded papers. This pocket should be emptied every evening.

PLEASE CHECK YOUR CHILD’S BEE FOLDER EACH NIGHT AND RETURN IT TO SCHOOL THE NEXT DAY!!!!!!!!!!!!!



Behavior Chart

Our classroom behavior plan consists of rules that students can understand, consequences when rules are broken, and rewards when rules are followed. In our room, there is a Clip Chart with seven different areas including: Outstanding, Great Job, Good Day, Ready to Learn, Think About It, Teacher’s Choice, and Parent Contact. Each child’s name is written on a clothespin and attached to the chart on the Ready to Learn section. As each day progresses, your child will move their clothespin up, or down according to their behavior. Each section of the chart is assigned points, starting with 7 and moving down to 1. I will record the points of each child’s behavior at the end of the day and on Friday if students have 20 or more points, they will get to go to the coupon basket and select a reward coupon.

I will contact parents if students land on the Parent Contact block. If there is a persistent problem I can set up a Daily Behavior Report to come home each evening.

Please help your child grow and develop into responsible individuals by asking them on a regular basis about their school day including their behavior.

Every day is a new day with our behavior chart. Each day your child will get a fresh start with all clothespins posted on Ready to Learn. As your child’s teacher, I will continuously focus on the positive side.



Birthdays

“Goodies” are allowed in to celebrate your child’s birthday, however, please let me know a few days in advance if possible. You may send treats with your child or you can drop the goodies off in the classroom between 7:45 and 8:00, but anytime after that, please bring them to the office as it’s a disruption at that point. We will enjoy the goodies and celebrate during snack time.



Book Bags

Your child should bring a book bag or backpack to school every day. Please no roller bags, they are hard to

maneuver on the stairs.



Book Orders

Every month or so I will be sending home book order forms for you and your child to look over. These clubs offer wonderful books at reduced prices-what a great way to build your home library! I usually allow a week to return orders. If you decide to order for your child, please make checks payable to the book company.



Cattitude

Cattitude is a positivie behavior support system the whole Intermediate School uses. It is the discipline expectations to be used by all:

*Stop, “Paws”, and*

*Be Safe*

*Be Respectful*

*Be Responsible*

This quote is used by every teacher in our building. Overall Expectations to ensure these measures are followed are:

1. Keep hands and feet to yourself
2. Follow directions
3. Quiet voices
4. Listen to directions
5. Keep area clean



Change in Transportation

If your child is not going to follow his/her normal routine for going home, you MUST NOTIFY me or the school. You can send a note with your child or call the school at 847-4010. If the teachers are not notified by a parent/guardian, the child will be sent home according to their NORMAL ROUTINE. NO EXCEPTIONS!!!

If you will be picking your child up early, he/she MUST be signed out through the office. Please DO NOT come to the classroom door to pick up your child. Thank you for your cooperation. We want only to keep your child as safe as possible.



Clothing

Students need to wear appropriate, comfortable clothing to school. Please put names on coats, sweaters, hoodies, and book bags. Healies are not allowed. Remember, hats are not to be worn in the building.



Communication

Should you have any questions or concerns, please do not hesitate to write a note, email or call. My email address is: [mtruman@cassvillek12.mo.us](mailto:mtruman@cassvillek12.mo.us)



Grading

Grades A,B,C,D and F are earned for Reading, Math, Spelling, and Language Arts. P for Pass or F for Fail is earned for Social Studies, Science and all Special classes.



Handwriting

We will be learning Cursive handwriting this year in third grade. We will take it slow and work on all lowercase letters first, then incorporate upper case letters, then combining letters. Cursive will be taught and practiced in class and not normally sent home for homework. However, if your child gets behind, I may ask them to catch up at home.



Homework

A classroom newsletter will be put in the student’s BEE folder each Monday. The sheet will include spelling words and homework assignments for the week. Homework is due at 8:00 a.m. the day after it is assigned; example, Monday’s homework is due Tuesday morning for full credit. If Monday’s homework is turned in on Wednesday it is worth half of the points, and after that it is worth 0.

If there is a **valid** reason (not ball practice or I didn’t have time) why the homework cannot be completed in the time given, parents are to write a note to the teacher and an extension will be provided. Another reason why there might be weekend homework is if the class work was not completed. I usually give an adequate amount of time for class work, so if it’s sent home, there is a good reason for it becoming homework.

If your child has trouble with his/her homework, please write me a note at the top of the homework page, so that I can spend some added time with your child. If you’ve written me a note, I will count their homework as complete for that day, even if the assignment isn’t completed entirely.



Lunch

Lunch for third grade will be served at 11:00 a.m. daily. Students are allowed to purchase extra milk for lunch and afternoon snack time each day. The price for each extra milk is $.30.



Math

We use the Everyday Math program. This program teaches children to show and explain the steps of how they figured out the answer, not just getting the correct answer. I will interchange this program with basic math computation to enhance all aspects of the math covered on achievement tests.



Positive Rewards

Compliments—for whole class—each time the whole class gets a compliment from another teacher for showing awesome “Cattitude”, I will put a tally mark on the board. When twelve tally marks are accumulated the class will celebrate.



Parties

There will be two scheduled parties this year, *Christmas and Valentine’s Day.*



Reading

This year students will be reading from many genres and participating in author studies. On Mondays I will introduce the story of the week and the new vocabulary. We generally spend four days on a story and take a selection test over the story on Friday. I will meet with small groups of students throughout the week to focus on the reading skills of the week. These groups will change based on the skill of the week.



Report Cards

Report cards are issued four times during the year, at the end of each quarter. First quarter we will have a Parent/Teacher Conference and again during third quarter if needed.



Science

Our science program is centered on inquiry-based kits: Plant Growth and Development, Sound, Solar System, and Animal Studies.



Spelling

Spelling words will be given out on Mondays. We will practice in class each day and a spelling test will be given on Fridays. I encourage students to spend some time at home during the week studying their words.



Technology

Our room is an eMINTS classroom. This means your child will be exposed to and using a lot of technology. Our classroom is equipped with a Smart board, fifteen laptop computers, and a camera. Your child will learn keyboarding skills and to use different computer programs to complete assignments.



Toys

Toys are NOT allowed at school. The first time this happens the child will be given the toy back at the end of the day to take home. The next time, I will keep it until a parent picks it up or return it at the end of the school year. Please check your child’s bag for toys.



Visitors

Cassville Intermediate School has a policy that ALL GUESTS (including familiar faces) are required to check in at the school office.



Volunteers

I feel that it is important for a child to know that his or her parents support their education. If your schedule allows you to volunteer, please let me know the times you would like to come in so I can make plans and your time won’t be wasted. Your support can be exhibited in a number of ways. These include helping with parties, assisting with special projects, sending in treats or party goods, chaperoning field trips, reading to the class, and preparing materials at home.



Writing

Students will be writing together (interactive writing) and independently. Students will be involved in explicit demonstrations of the connection between reading and writing. They will learn concepts of how written language works while engaged in the writing process.



Zzzz!

Make sure your child gets plenty of rest. Setting and keeping a bedtime is a wonderful gift you can give your child. It will help them to be their best at school.