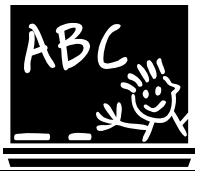

Welcome to 2A!

I am very happy to have the opportunity to be part of your 2nd grader's educational process. My hope is that the following will help clarify what's happening here in 2A. I will be happy to meet with you whenever the need arises. **Please use this packet as a reference**.

1. Schoolwide Learning Expectations

These expectations in conjunction with the Diocesan Guidelines and state standards drive our curriculum. It is important that the students own these SLEs, as we call them. As a class we discuss which SLE is reflected in every assignment we have. You will notice the SLEs are displayed on the students' desks for easy reference, and you will also notice that almost all papers will have an SLE # noted on them. It is important that the students clearly understand the connection these SLEs have, both academically and spiritually, to their life here at SSJ.

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2. Discipline

I use ***assertive discipline***. The philosophy is: "you own your own behavior." The students are expected to show love and respect for self, others and others' property. The handout that went home the first day of school included a copy of our classroom rules and consequences. In addition, please review the **School Handbook** as it may answer many questions for you. This can be found on our school website.

In direct relation to the discipline policy is our ongoing focus on **Responsibility**: taking care of oneself, following the classroom and school rules, and completing tasks presented to the best of one's ability and in a timely manner. *Please note the following return policy: the students have two (2) days to return any item(s) that need a signature, or which has an expected date of return. If item has not been returned, a signature is required in the Responsible Behavior book as a consequence.

Responsible Behavior is reflected as a grade on your child's Student Learning assessment.

Christian Behavior Code:

*O = **0 - 2** offenses resulting in a signature in the Responsible Behavior Book

* S = **3 - 6** offenses

* N = **7 or more** offenses

**A note will be sent home when a child has signed the Behavior Book 5 times.

3. Homework / Daily Folder

Each Monday a *Weekly Homework Sheet* with all assignments listed is sent home. Each day the daily assignments are sent home and are to be returned completed the next day or on the day indicated on the homework sheet. Go over what needs to be done, sign the *Weekly Sheet* where indicated *when the work has been completed*, and then return **everything** to the Daily Folder**.**

The Weekly Sheet is collected on Friday and all the required signatures are to be present.

This Daily Folder is our ***communication device***. It may contain a note from me, or a paper that may need to be redone or reviewed, signed, and returned. Please check it daily and if you want to send a note to me, please utilize the folder as the students are asked to check it every morning for anything that comes to me or go to the office.

4. The **Friday Folder**

This folder comes home on Fridays filled with papers that were completed in class during the week. These papers are to stay home now. This is also a communication device so please check for notes, correct and returns, etc. After ooohing and ahhing over these papers, *please sign and date the **index card*** on the inside of the folder. This folder should be returned on Monday (along with any sign and returns) at which time I will collect them and check for your signature.

5. Volunteers

If you can help out in the classroom or at home, please let me know. You will be contacted as to when we would like you to begin. ***Special note*: All volunteers who work in the classroom on a regular basis **MUST complete the Live Scan Fingerprinting process**. You can contact Vicki Walters in the Business Office about this process.

Also, all volunteers **MUST** *sign in* at the office before coming to the classroom. You are asked to wear a badge while you are on campus so you can be readily identified.

6. Parent coming to school for any reason

You **MUST check in at the office.** You may not come to the room with lunches, etc.

7. Nutritious Snack

Sending a snack everyday, even hot lunch days, is essential. The students are hungry and need the energy boost to make it to lunch. Also please **label** all lunch boxes or lunch bags that come to school.

8. Birthday Snack

The children are *invited* to bring a snack to share on their birthday or assigned unbirthday (summer birthdays). Please send in something simple - no assembly or refrigeration.

*32 students in our class. We ask that you **avoid nuts, and especially peanut butter and chocolate.**

9. Star of the Week

Each student has an opportunity to share his/her family heritage and bring special items from home *one time* during the year. This is a wonderful way for everyone to become aware of the diversity within our classroom. When it is your child's turn, a notice will be sent home on Friday with directions along with the Family Heritage presentation page and then the student is to bring everything to school the following Monday. It is a good idea to practice the presentation several times. Again - keep it simple.

10. Star Reading Program

This is part of our Language Arts curriculum. The 2nd graders are expected to accumulate

8 points per quarter, 4 by the mid-quarter point. They should be reading books at the appropriate level (according to their ZPD - reading zone) and then testing on those books in class or in the library on a regular basis, thus accumulating points. If your child does not pass a Star test, a note will be sent home. Please sign and return. They may then *reread* the book and *retake* the test. We want the students to feel successful. Please help your child to choose the appropriate level books. In addition to the school library, there is a 2B library. The students are encouraged to read during the day - however – I don't really want these to go home. I told the students they could ask and occasionally take one home to read, but on a regular basis no, simply because they have a tendency to disappear. If you happen to find a Star book with 2B on it, please send it back in.

11. Book Orders

You have an opportunity to order books just about every month.

12. Bathroom

Students are allowed to use the bathroom when necessary on an individual basis, but the goal is to have as few disruptions as possible during our class time. If your child has a special need please let me know, otherwise, we use the bathroom as a class in the AM before recess and then the students are expected to use it at recess and lunch breaks.

13. Gradelink.

We use Gradelink to record student grades. Each student has a login and we encourage you to login and check your student's progress throughout the school year.

14. Student Learning Assessment

The Diocese of Orange has adopted the tool as our quarterly report on your student's academic and behavioral progress. The SLA's are distributed approximately one week after the close of each quarter.

**Please note the following Work Completion Policy: Any work that is not turned in the day it is due becomes "HOMEWORK". This work needs to be completed and returned the next school day and it is now considered late work. Any graded assignment not returned receives a 0%. Any graded assignments received the next day can receive a maximum grade of 70%.

15. Absent Work

If you would like to pick up absent work at the end of the school day, you **MUST** call the office before 10 AM and make that request. Otherwise, it will be sitting on your student's desk **if** I have had the opportunity to organize it. Also, I do not organize homework ahead of time for vacations (school policy). The students can make up the work on their return.

16. Field Trip

We sometimes hear the Disneyland Band Concert at the Performing Arts Center. I will let you know *if* that has been scheduled.

17. America's People Day Festivities - Friday, June 3rd .

More info on this fun-filled day to come in the spring.

18. **Special Classroom Celebrations**
Halloween, Christmas, and Valentine's Day.

Thank you again for your support. I look forward to meeting with you at Conference Time.
God bless!
Mrs. Jude Romero jromero@ssj.org