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**The ABC’s of Mrs. Jackson’s Classroom**

 **Attendance**

**Attendance is very important in third grade. Please try to have your child here every day. Please call the school office, 847-4010, 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, they are to report to the early room or the cafeteria, not the classroom. The early room is located in the fourth grade hall, room #413 and is available for students by 7:00 each morning. Students are not to arrive before 7 a.m. as the building will not be open.**

**Students who are being picked up or walking home will be released at 3:00. Students who are bus-riders will be escorted to the buses at 3:03 each day.**

**There will be some early release days due to teacher professional development or holidays. Please check the school calendar for those days. Please be sure your child knows how they are going home. If, at any time, your child is to go home in a different way than usual, please send a note.**

** Accelerated Reading Program**

**The Accelerated Reading Program (AR) is a reading incentive program to encourage students to practice reading and to read for enjoyment. Students will read books from a selected list and then take short computer quizzes to test comprehension. Students earn points based on the difficulty of the book and their performance on the quiz. Incentives are offered to students according to the number of points accumulated. Students have quarterly point goals that they will need to meet in order to receive special rewards. Students will be tested to determine their approximate reading level by taking a STAR test on the computer. I will share these results with you at parent- teacher conferences. The results of the STAR test will allow me to recommend books in a particular reading range for each student. Students will record their books and test results in their AR logs. TOPS reports will be sent home weekly with students to keep you informed of how they are doing with their AR tests and point goals. AR reading is not used to determine student grades; however, it is very beneficial in helping your child become a better reader. Research shows that students who are avid readers perform better in school. Therefore, your child will be expected to read at home as part of their homework each week.**

** Assessment**

**This year your child will be participating in the *Missouri Assessment Program*. The MAP test will be given to third graders in April. We will be preparing for this assessment throughout the school year. If you would like to read more information about this assessment, please visit the *Missouri Department of* *Elementary and Secondary Education* website: (**[**http://dese.mo.gov**](http://dese.mo.gov)**) . The MAP test assesses students’ progress toward mastery of the *Show-Me* *Standards* which are the educational standards in Missouri. The MAP includes assessments in the subject areas of communication arts and mathematics. Students are assessed using three different types of questions or items: multiple-choice, constructed response, and performance events. Achievement level scores provide a measure of what students can do in terms of the content and skills assessed by the *Missouri Assessment Program*. “Proficient” or “Advanced” levels of achievement are desirable.**

**Your child will also be assessed weekly in Communication Arts and Math. At the end of every week, your child will be given a reading test over the assigned story in their Reading Anthology, a spelling test, grammar test, and math skills test. These test scores, along with daily work performance, will be used to determine your child’s letter grades.**

** Backpacks**

**Please have your child bring their backpacks to school every day. Backpacks should be small enough to fit in lockers. Backpacks with wheels are not allowed for safety reasons.**

** Behavior and Discipline Policies**

**Good behavior promotes an optimum learning environment. In order to create an environment that promotes continuous learning it is necessary to have a behavior plan in place. Our classroom behavior plan consists of rules that students can understand, consequences when rules are broken, and rewards when rules are followed. The rules, consequences, and rewards are posted in our classroom. This plan has been explained to the students, and is practiced daily.**

**Behavior Policy**

**1. Sit with feet on floor, bottom on seat, and facing your desk.**

**2. Keep hands, feet, and other objects to yourself.**

**3. Follow signals and directions.**

**4. Use appropriate language.**

**5. Be responsible for you own behavior.**

**6. Keep your area clean.**

**Discipline Policy**

**Consequences for misconduct: time-out, loss of recess, note and/or phone call home, principal’s office, and in-school suspension.**

**Rewards for appropriate behavior: compliments, certificates, extra recess, stickers, candy/gum, etc.**

**I will also acknowledge students who practice good *Cattitude* by adding their name to the TEAM PLAYERS list each week. Students who are team players will receive a weekly treat for demonstrating appropriate behavior. Please check our weekly newsletter every Friday to see if your child made the Team Players list. You may want to reward your child at home with something extra if they have award winning behavior, for example, an ice cream treat, extra play time, etc. On the other hand, if their behavior has been less than desirable that week, you might want to take away some privilege.**

** Big Cats**

**Our class will be participating in the “Big Cats” program. Football players come to visit students every Friday during football season. They are excellent role models for the younger children, and encourage school spirit. We enjoy supporting our football players and the children really love getting to know them. We will be showing our support by giving our BIG CAT a special treat every Friday. If you would like to help us in this effort, please let me know.**

** Birthdays**

**We love to celebrate birthdays! You can drop off treats in the office, or come celebrate with us in the class room. We will celebrate birthdays during snack time, unless you would like to schedule another time. Please remember that treats must be store bought or prepared by a bakery.**

** Book Orders**

**I will be sending home book order forms once a month. Book clubs offer wonderful books at reduced prices and are a great way to build your home library. I usually allow one week returning orders. Please make checks payable to the book company.**

** Book-It!**

***Pizza Hut* sponsors a wonderful reading incentive program that we will be participating in this year. The *Pizza Hut Book-It!* program begins in October and ends in March. A book log will be sent home at the beginning of each month in your child’s home folder. Each month your child will have a reading goal and once they meet the goal, they will receive a free personal pan pizza coupon. A letter will be sent out in October explaining this program.**

** Breakfast**

**Please make sure your child eats a well-balanced breakfast before school. We have a busy day, and a good breakfast will ensure optimum learning!**

** Cattitude**

***Cattitude* is a positive behavior support system the whole Intermediate school uses. It represents the discipline expectations to be used by all:**

**“Stop, “Paws”, and Be Safe, Be Respectful, and 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 office at 847-4010. If I am not notified by a parent/guardian, your child will be sent home according to their normal routine. No exceptions! If you will be picking your child up early, he/she must sign out through the office. We want 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 backpacks. Children are encouraged not to wear flip-flops because they are difficult to run and play in at recess and often break. Also, please make sure your child wears appropriate shoes on the days we have P.E.**

** Communication**

**Communication is the key to a successful parent-teacher relationship. Should you have any questions or concerns, please do not hesitate to write a note, email, or call.**

**My email address is:** **tjackson@cassville.k12.mo.us**

**The Intermediate Office phone number is: 847-4010.**

** Conferences**

**We have parent-teacher conferences in the fall and spring. During our conference, we will review your child’s report card, reading, and math assessments. We will also discuss what I have observed regarding your child’s learning abilities, social skills, and classroom behavior.**

** Field Trip**

**Your child may participate in a field trip at the end of the school year. Third grade will be going to the Discovery Center in Springfield. There is usually an admission fee of around $5.00. Information will be sent home later in the year.**

** Grading**

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

** Handwriting**

**We will be learning Cursive handwriting this year. We will take it slow and work on all lowercase letters first, and then incorporate upper case letters, and then we will work on connecting letters to form words. Cursive will be taught and practiced in class and will not normally be sent home for homework. Your child will not receive a letter grade, but will be scored on a pass/fail basis. Your child will not be required to write in cursive on their other classroom assignments; however, they will be encouraged to do so later in the year.**

** Homework**

**A Homework Packet will be sent home every Monday that includes all the homework for the week. The homework packet will be due on Fridays. Spelling Words should be practiced all week by reading them, writing them, and spelling them aloud. You could even give your child a practice test to see how well they know the words before the test on Friday.**

**If your child has unfinished class work, it will become homework.**

**Your child should not spend more than 30-40 minutes completing their homework each night. If your child is struggling with their homework assignments, please send me a note.**

** Illness**

**If your child is ill, please keep him/her home until they feel better. They should be fever free for 24 hours before returning to school.**

** Library**

**We have Library Class every Thursday at 1:10. Please help your child remember their Library books. Also, remember to take very special care of the library books.**

** Lunch**

**Our lunch will be served at 11:00. All lunch and snack milk money should be sent to school in an envelope with your child’s first and last name on it. Students bringing a lunch from home may purchase milk for 30 cents.**

** Math**

**We use the *Everyday Math* program. This program teaches children to show and explain the steps of how they figured out the answer. The program encourages problem solving and the development of basic math skills. The program spirals throughout the grade levels, so skills that have already been presented in K-2 are reinforced, as well as, the new skills that are taught this year and in future years are repeatedly touched upon and practiced so that students have multiple opportunities to learn math concepts. This program is used in grades K-5. Your child has a workbook and a student reference book to help them learn and practice math skills. We also “play” math games to practice basic math skills.**

**This year your child will learn multiplication facts. They will be expected to memorize these facts. We will use flash cards and fact triangles to practice at school. You may want to purchase or make flash cards to use at home as well.**

**An *Everyday Math Family Letters Parent Handbook* will be sent home. Please keep it handy, so that you can help your child with their homework. (It contains the answers.) ![C:\Documents and Settings\tjackson\Local Settings\Temporary Internet Files\Content.IE5\P0BBF34K\MC900433160[1].jpg]()**

** Newsletters**

**A weekly newsletter will be sent home every Friday. It will contain information about what we will be learning, homework assignments, spelling words, upcoming events, team players, and AR reading progress. Please read it and post it somewhere so you can help your child remember important events and study spelling words.**

**There is also a Family Letter that goes with our Reading series that will be sent home. It tells about our reading story and skills, such as, vocabulary words, grammar skills, and comprehension skills. It also provides some ideas about how you can help your child at home.**

** Parties**

**There will be two scheduled parties this year, Christmas and Valentine’s Day. If you would like to help with these parties, just let me know. Parents are always invited to come join in the fun!**

** Reading**

**Your child will be using an exciting reading program this year. It is the *Scott* *Foresman Reading Street Program*. This series will provide your child with many different styles of text, including poetry, fiction, and non-fiction to name just a few. In third grade we have a “Protected Reading Time”. This time will be a quiet time in which your child will be practicing reading, writing, and many other language skills. For third grade our protected reading time is 9:00-11:00. During this time, there will be no interruptions within the classroom. If you need to take your child out for an appointment, please schedule around this time.**

** Report Cards**

**Report Cards are issued four times during the year, at the end of each quarter. At the end of first quarter we will have a Parent-Teacher conference and again after third quarter. I will also send Progress Reports at mid-quarter. You may also obtain a password from the office to view your child’s grades online.**

** Science**

**Our science program is centered on inquiry-based kits: Plant Growth and Development, Sound, Solar System, and Earth Materials (Rocks and Minerals). Your child will not receive a letter grade, but a Pass/Fail grade in science.**

** School Supplies**

**Please ask your child occasionally if they need supplies. We often run out or lose supplies later in the year.**

** Tardiness**

**The morning bell rings at 8:10. If your child comes in after the bell, they will need to sign in at the office.**

** Technology**

**Our classroom is an eMints classroom. This means your child will be exposed to using a lot of technology. Our classroom is equipped with a *SMART BOARD* and laptop computers. Your child will learn keyboarding skills and will use computer programs, such as, Microsoft Word and PowerPoint. We also have a classroom website. You may access it at:** [**http://tjackson3.weebly.com**](http://tjackson3.weebly.com)

** Toys**

**Please remind your child that we are very busy learning at school and they do not need to bring any toys to school. They can become lost or be a distraction during the learning process. The only exception is that they may bring balls to play with at recess.**

** Visitors**

**All guests are required to check in at the school office.**

** Volunteers**

**If your schedule allows you to volunteer, please let me know and I will be glad to have your help in the classroom. You may help with parties, assist with special projects, send in treats or party supplies, read to the class, or prepare materials at home.**

** X-tra Special**

**Every child has an x-tra special spot in my heart. Every child is unique in their own special way. I feel x-tra privileged to be your child’s teacher this year.**

** You**

**You are a very important part in your child’s education.**

** ZzZz!**

**Make sure your child gets plenty of rest. It will help them to be their best at school.**

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