A cartoon of a child reading a book

Description automatically generatedA group of children with backpacks

Description automatically generatedWelcome to 3M!

I am looking forward to teaching your child and know it will be a successful year!

I am very excited to begin a new school year here at Lennox Elementary and hope that you and your child feel the same. My goal is to make your child feel important and to achieve their highest potential.

**Assignment Notebooks:**

Your child may have some homework assignments to finish in the evening (mainly reading and recording minutes on reading logs, practicing for spelling tests, and occasional math workbook pages that weren’t completed in class). Homework will depend on the length of the assignment and how well your child uses the time at school to work on their assignments. Each student will need to purchase a $5 assignment notebook if they didn’t do so yet. If the assignment notebook is lost throughout the school year, the student will need to buy a new one from the office for $5. This notebook will serve as an important mode of communication between parents, teacher, and child. Occasionally, I will use this notebook to write notes to parents. Please feel free to write notes to me as well in the assignment notebook and remind your child to show it to me. Parents, I recommend checking your child’s assignment notebook daily. Signing the notebook daily will help you keep track of your child’s school activities and assignments. I will collect the notebooks every Monday morning to check for signatures and/or notes. I do hold students accountable for getting their assignment notebook signed once per week. Once we get into a routine at school, the students may be asked to clip down on our behavior clip chart if they aren’t being responsible to get their assignment notebook signed. The assignment notebook is just one way we can help your child learn to be responsible.

**Classroom Jobs:**

Students will have classroom jobs such as: class secretary, line leader, librarian, custodians, teacher’s helper, etc.

**Grading Scale:**

Third grade has a standards-based report card to assess students with the following scores:

3- Meets Standard (completely meets the grade level standard expectation)

2- Approaching Standard (making progress towards completely achieving the standard)

1- Below Standard (not demonstrating sufficient progress towards the standard, and needs assistance from the teacher and parents)

**Homework Policy:**

The purpose of homework in elementary is for students to have focused practice at home. Homework *reinforces* teaching at school and develops good study habits to continue into middle school, high school, and college. Students in the third grade should be spending about 30-35 minutes each evening on homework. Twenty of those minutes should be spent reading (and recording their minutes on the log). The other 10-15 minutes should be used to finish assignments that weren’t completed in school, study for tests, practice math facts, or play an educational game. Try to develop consistency in when and where homework is completed. Parents should supervise homework time without becoming too involved.

**Behavior Management:**

* *Clip Chart*- \*Please read the separate Clip Chart note.
* *If a student receives 4 Expectation Reflections under the categories of responsibility, respect, or being safe it is an* automatic Office Referral. The student would need to receive four in one category for an office referral.
* *Group Points***:** Students will be seated in teams with the opportunity to work as a team to earn or lose group points. One group will get to pick out of the prize box or will get to choose a reward at the end of the week.
* *Take-*a-Break Chair: (Explained below in the Responsive Classroom Section)

**Money**

When money is sent to school for lunches, book orders, etc., please enclose it in an envelope with your child’s name, room number- 3M, amount and purpose for the money. Please send the correct amount, separate checks, and envelopes for each item. The Tuesday Folder or a Homework Folder would be a good place to send money to school in, so when your child clears the folder out every day, they will be able to remember to turn in the money.

**Reader’s and Writer’s Workshop:**

Students who read more – read better. They develop more expansive vocabularies and achieve higher levels of reading and writing development. This is particularly true for students who have *daily* opportunities to read and write, year after year. Therefore, a readers’ and writers’ workshop format will be implemented in our classroom. Daily time to read in school is not a frill or waste of time; on the contrary, it is one of the best ways for your child to:

* Learn new vocabulary and information
* Learn how to choose books
* Read new books
* Learn what good readers and writers do
* Learn when, how and why we abandon books
* Increase speed and fluency (that is, read smoothly and accurately)
* Read with better understanding and improve comprehension
* Learn from other writers how to improve our own writing
* Develop a greater interest in reading and writing
* Discover books, authors and genres we love
* Become real readers and writers for a lifetime

A major part of the workshop will be daily quiet time during which students read books and write stories of their own choosing. They will also be provided guidance in choosing literature and revising stories. Readers’ Workshop will include whole-class lessons, individualized conferences and small-group (guided reading) work. Your child will be expected to maintain a reading record and write in response to their reading. Writers’ Workshop will also include whole-class mini-lessons, individualized conferences and small-group work.

Your child is expected to have a book at school every day; one he or she has selected from our classroom library, the school library, the public library, or your home library. My main goal for your child is that he/she is truly motivated to read and read well. Please join me in helping create an environment in which our children will become readers and authors for a lifetime!

**Reading Logs:**

Each week, your child needs to record the reading they do at home and turn in their reading log every Monday. The more your child reads at home, the more successful they will be in meeting the reading standards. One hundred minutes a week, which is only 20 minutes each school night, will be expected of students. Please help your child to develop consistency and honesty in recording minutes of what he or she has read. After allowing time for a routine to be established at the beginning of the year, if your child’s reading log consistently isn’t getting turned in by the following Tuesday, they will need to read for 10 minutes during one recess every day until they turn in the reading log for that week.

**Responsive Classroom:**

Students will participate in the Responsive Classroom routine. They will be involved in morning meetings, sharing, activities, and overall community building. Learning the right way to follow classroom and school rules, along with communicating with one another, will be a part of the Responsive Classroom. In the classroom there will be a take-a-break chair for students who need to step away or calm down from a minor behavior.

**Specials Schedule:**

\*See the specials schedule note

**Water Bottles/Snacks:**

Students are encouraged to bring a water bottle to school to keep at a spot in the classroom. Please make sure to label the bottle with your child’s initials and try to send one that has a pop-top to prevent as many spills as possible. Also, slip a clean old sock or something of the sort over the outside of the bottle to help collect the condensation that gathers on the bottle.

Students will also be allowed to bring a small, healthy snack to have at school in the afternoon since they eat an earlier lunch at 10:45. Some suggested snacks include pretzels, trail mix, goldfish, crackers, pre-cut fruit or vegetables, string cheese, non-sugary breakfast bars or cereal. Please **do not send** chips, candy, cookies, cakes, or other messy items to school for a snack. Non-healthy, messy, and multiple snacks will be sent home.

**Spelling:**

Spelling may be a little different for you and your child than what you were familiar with in the past. Our purpose is not just to memorize words but, more importantly, to look at words and study in-depth how words are made. *Learners who lack the knowledge of how words work are left with rote memorization, which takes longer and is more easily forgotten.*

Students will receive a new list of words at the beginning of the week and complete spelling activities throughout the week. Spelling tests will be given every Friday, or the last day of the week. The words on the test will be words that your child has studied during the Spelling portion of our day, but they also need to spend time studying their words often at home.

*I have high expectations for each of my students. I appreciate your participation in your child’s learning experience. We can look forward to a successful and enjoyable year!*

Mrs. McVey

School: 647-2203

E-mail: Machel.McVey@k12.sd.us