



August 2020

Dear Parents,

Welcome back to another school year at H.A. Snyder Elementary School! To start off the school year right, I am giving you this **Parent Information Packet** that includes vital information about what takes place in our classroom, and what I expect of all students throughout the entire school year. It is my hope that by communicating this information, it will enable us to make this a very positive and rewarding year for your child, as well as all other students in our fourth-grade classroom.

It is my belief that one of the most important things teachers and parents can do for students is to establish an open-line of communication at the very beginning of the school year. *With the uncertainties of this specific school year, this line of communication is particularly important.* Therefore, there are multiple ways in which parents can contact me with their questions or concerns: Class Tag (please see information on this in a later section of the packet), school phone (during school hours), or school email. If I am not available at the time you call, please leave a message; I will return your call as soon as possible. If it is after school hours, please feel free to e-mail me at my school email address. If I do not e-mail you back, rest assured that I will contact you as soon as I have an available moment. The information to reach me is found below.

Once you have read this packet, **please complete the Google Form that I have sent through Class Tag** (message entitled, "Happy First Day of 4th Grade!"). By completing this Form, it will confirm to me that you have received this information, and will also help you become familiar with a platform you and your child will be using throughout this school year.

I'm looking forward to a wonderful school year together, and I would like to thank you in advance for your support as we make your child's 4th grade experience successful and memorable! ☺

Sincerely,

Mrs. Kimberly Waite
4th Grade Teacher
H.A. Snyder Elementary School
Email: kwaite@sayresd.org
School Phone: 570-888-7742 ext: 3405

Homework Folder

Homework Folder

Each student in our classroom will have a teacher-provided homework folder (blue). It is important that parents check this folder each night, as it contains daily homework assignments, weekly reminders, and other important information that may need to make it home. This folder is also an effective way to maintain school-to-home communication. Students' homework folders should be used as follows:

- **“LEFT at Home”** - The left side of the folder will be used for papers that should be left at home (graded papers, announcements, etc.).
- **“Bring RIGHT Back to School”** - The right side of the folder will be used for papers that must be returned to the classroom the following day (homework, permission slips, etc.) On some occasions, papers on the right-hand side of the folder will have a notice attached to it and it may require a parent/guardian signature (i.e. an “Oops” notice, signifying an incomplete homework assignment). If your child brings home an assignment with a notice, please sign it, and return the paper to school with your child.
- **Outside of folder**- The outside of students' homework folders will be used to hold their weekly agenda (front) and reference sheets that will be helpful for students when completing work at home (i.e. Math Reference Sheet). If students take these resources out to use at home, please be sure they get back into their folder, as they will be able to use these at school, as well.

Student Weekly Agendas

Students' will be given a weekly agenda every Monday (or first day of the week). Weekly paper agendas will be located in the front clear covering of the homework folders. Students will use the agendas on a daily basis to record any assignments, upcoming tests, and special events we may have planned for our classroom. Agendas should be signed by a parent or guardian **EVERY NIGHT**. This is to assure that you are aware of what is going on in our classroom, and what responsibilities your child may have for that day/week. Students will not be punished for unsigned agendas; however, they will receive incentives for having it signed each night.

If you have any notes, lunch money, excuses, etc., **please place it in the front clear sleeve of your child's homework folder** (on top of their agenda) so I am able to see it, in case they forget they have it!

Homework Assignments and Policy

Homework is only assigned as a way for students to review and refine their understanding of various skills and concepts. Therefore, students should be able to independently complete all homework assignments they receive throughout the school year. Below, I have described homework assignments you should expect to see your child working on throughout the school year.

- **Math** - Math homework assignments are sent home at the completion of each math lesson (*please keep in mind that individual lessons can take between one to three days to complete, depending on the level of the content, so your child may not have **math lesson** homework every single night*).
 - Every student will have a “math notebook” that contains definitions, notes, and examples of different math concepts and skills. Students may take this notebook home with them to help them with their homework, however, **it must return to school to the next day** so it can be used in the classroom.
- **Spelling** – Every Monday, students will be introduced to approximately 20 spelling words that follow various spelling patterns commonly used in grade-level texts. Students will be given spelling homework every **Tuesday** and **Thursday** and *will be tested every **Friday***.
- **Other homework** – In addition to the assignments described above, students may also receive other homework assignments throughout the school year. These assignments will be recorded on your child’s agenda.

Students are expected to complete all work that has been assigned to them as homework on a daily basis. If a student fails to do so, he or she will take the assignment home as additional homework the night the original assignment was due. For example, if a student does not have his/her homework that was due on a Tuesday, he/she will take Tuesday’s homework, as well as the missing homework home to complete that night. In addition, students will also take home an “Oops Notice.” These notices are sent home to make parents aware of the fact that their child did not complete a homework assignment. If the “Oops Notice” does not return to the school the next day signed by a parent/guardian, the student will not receive any credit for the homework assignment. Of course, absences, family emergencies, and other similar situations are handled in a different manner.

Daily Academics

To assure that we are able to use our time in the classroom as effectively as possible, it is important that we establish and stick to a daily schedule that is conducive to students' learning. Below you will find the schedule our classroom will follow each day, as well as the schedule for our special classes.

Classroom Schedule

8:00-8:15AM- Student arrival/breakfast
8:15-9:25AM- Science/Social Studies
9:25-10:00AM- Special Class
10:00-11:20AM- Math
11:20-11:40AM- WIN (extra help/study hall)
11:40-12:00PM- Recess
12:00-12:30PM- Lunch
12:30-1:00PM- ELA
1:00-2:15PM- Guided Reading
2:15-2:30PM- Wrap-Up
2:30-2:40PM- Student dismissal

Special Schedule

Day 1- Art
Day 2- Physical Education
Day 3- Computer (in classroom)
Day 4- Library
Day 5- Music

**Please make sure your child is prepared for each special with all necessary materials (i.e. sneakers for P.E., library book, etc.).*

→ **GOOGLE CLASSROOM** ←



As SASD becomes a 1-to-1 technology district, "Google Classroom" will become the online learning platform students K-12 will be using this school year. In order to help students become familiar with navigating and using "Google Classroom" as a learning tool, a number of in-class and at-home assignments will be given, starting within our first week of the school year. During our first week, students will be given time in the classroom to practice signing into our "Google Classroom" and will complete various assignments as a class and independently. The first few assignments that will be completed at home are intended to help students and their families familiarize themselves with "Google Classroom," and ask any questions they may have about the functions of the platform.

***More information about Mrs. Waite's 4th Grade "Google Classroom" will be provided through Class Tag!**

RULES and BEHAVIOR PLAN

To assure that every child is constantly engaging in positive learning experiences, it is important that the classroom is a safe and comfortable environment for all. In order to provide students with this environment, classroom rules and an engaging behavior management plan are in place, and are effective the moment students enter the classroom. In light of current health and safety guidelines recommended by the CDC and adopted by our school district, **students will be utilizing a technology-based program to help them track behaviors and achieve individual, small group, and whole class rewards.**

CLASS TAG



“Class Tag” is an online communication program/application that helps parents and teachers stay connected throughout the school year. By joining our class through “Class Tag,” parents will receive updates and information via text message or email about our class in real-time, and will stay “in-the-loop” with any changes that occur pertaining to our class.

***Information on how to connect to our class through “Class Tag” was mailed to your home with Mrs. Waite’s “Welcome Letter.” Please contact Mrs. Waite via email if you need additional information on joining to our class!**

Student Behavior Management

The classroom management plan used to manage students’ behaviors will involve students receiving “strikes.” Students will start each day with a clean slate. If an undesired behavior is observed, the student’s name will be recorded as a “warning.” Every time the student is spoken to after the initial warning, he or she will receive a strike. The following list shows the consequence of each strike:

- **Strike 1**- 10 minutes on the wall at recess
- **Strike 2**- 20 minutes in the classroom during recess & a “stop and think” sheet
- **Strike 3**- All recess time in the classroom, a “stop and think” sheet, and a phone call or note sent home to parent/guardian.

Classroom Rewards

As important as correcting negative behavior is, celebrating positive behaviors with students is just as necessary! Therefore, a variety of whole-class, group, and individual reward systems will be in place, and students who display good behavior will certainly be recognized for their efforts daily!

Additional Information

Conferences

Standard parent-teacher conferences will take place toward the middle of our school year. However, if you would like to schedule an additional conference, I am always available. Please call or e-mail me at any time, and we can coordinate a time that is convenient for everyone.

Absences

Attendance at school is essential to students' learning. Since the majority of our work is done within the classroom, an absence leads to your child missing very important instruction and information. Unfortunately, sickness happens and sometimes your child will have to miss school. If your child is sick and you would like the work sent home, please contact me as soon as possible and I will have the work ready by the end of the day. If you know in advance about an upcoming absence, please contact me with the date or dates your child will be missing, and I will gather all necessary work and instructions. Any missed work must be made up and returned as soon as possible.

Monthly Book Orders

Once a month, students will have the opportunity to order books and other educational materials from Scholastic Book Club. More information about the book ordering process will be sent with the first month of book orders.

Book It!

Our class will be participating in Pizza Hut's "Book It!" program. The program will officially begin this October and will run until the end of March. More information about this program will be sent home in September!

Classroom Parties

To try to make classroom party planning as easy as possible for parents, teachers, and students, the fourth-grade teachers ask that each child contribute \$5 at the beginning of the school year. This \$5 will be used to cover the costs of party snacks for the three major holiday celebrations (Halloween, Christmas, and Valentine's Day). More information will be sent home closer to our first fourth grade party.

Monthly Classroom Update

At the beginning of each month, a monthly classroom update will be sent home in your child's homework folder. Included on the update are important dates, reminders, and any other information you/your child may need to be aware of for the upcoming month.

LET'S HAVE A GREAT YEAR!



Thank you for taking the time to read the Parent Information Packet! I hope that you found the information to be helpful, and feel as excited as I am to begin your child's fourth grade school year together. Please do not hesitate to contact me with any questions or concerns you may have about what was included in this packet. I can be contacted via phone or email (see contact information on first page), or you may send a note into school with your child.

*Please visit our Class Tag and find the Google Form entitled, "Parent Information Packet: 2020." Please complete this form & "submit" it as confirmation of having read and understood this Parent Information Packet. **If you are not connected to Class Tag yet, and do not have access to the Form, please email Mrs. Waite at kwaite@sayresd.org as soon as possible!***

Thank you again! I am looking forward to a GREAT school year! ☺

- Mrs. Waite