

# Welcome to Miss Knudson's Class!

On Tuesday, August 22nd, your child will be taking another big step in life – the first day of kindergarten! I understand that your child may meet this day with excitement or apprehension (or both), but I assure you that we have a wonderful year planned ahead!

In our classroom, your child will participate in whole group, small group, and individual instruction in reading, writing, math, science, social studies, and religion. I also use independent literacy and math centers, as well as hands on activities on a daily basis.

If you have any questions or concerns, please don't hesitate to call me at (847) 587-5541 x245. You can also email me at [eknudson@stbedeschool.com](mailto:eknudson@stbedeschool.com). The BEST way to contact me is through email.

Please read the important information included with this letter and refer to the Student Handbook to clear up any questions about our school and classroom procedures. We are looking forward to a great school year!

God Bless,

Miss Knudson



## First Day

School begins at 8:00am. Please have your child here at school between 7:45 and 8:00 to avoid being tardy. Students must wait outside until that time and will be greeted promptly when school has begun.

The first day of school will be exciting and scary for your child. There may even be some tears. I promise that your child is in good hands and that I have an extraordinary day (and year!) planned ahead. Please come in and say your goodbyes. The quicker this is, the easier it will be for all of us. Thank you!

## Daily Communication/Home Folder

I will be communicating with you daily about your child's day through the pink or orange home folders that I will provide for each student on the first day. This folder is called their FISH (Family Involvement Starts Here) folder. Their FISH folder will come home every night and needs to be brought back to school and turned in everyday. This folder needs to be checked by parents every night and papers should be removed each day. In the folder will be homework, papers, and school notes. I have purchased folders for you, but if your child loses it during the year, you will need to send a replacement. On the St. Bede website there is a "teacher pages" tab where you will be able to click on my name and see my newsletter and any important information you might need to know. This will be updated every week to see what we are up to at school and what should be done at home.

Please follow through at home for any unacceptable behaviors that occur during the school day – this will help your child be more successful in school and make our days more pleasant. I appreciate your help!

## Transportation

Please make sure your child knows which mode of transportation he or she is taking to go home. For your child's safety, a written notice is necessary for any changes in transportation. These notes can be sent to school in your child's FISH folder. When picking up your child from school early you must sign them out from the office.

## Discipline

Classroom procedures must become student routines. Behavior is one of the most important elements of the school day. If behavior is out of control, then learning is not possible. I have implemented the clip stick behavior plan into our classroom for this year. Each day everyone's clothes pin with their name on it, will

start on green (ready to learn). Throughout the day I will monitor the children and if they get to move their clip up that means that have done something good. Everyday at the end of the day the children are to color in their fish folder the color that they ended the day on, so that you can see how they did that day and talk to your child about it. At the end of each day I will also upload to the website what color each student landed on so that parents can check to make sure their child is coloring in the correct color they landed on. This will be done with their student number so that it is kept private.

Pink- Super Student

Purple- Awesome Behavior

Blue-Good Choices

Green- Ready to learn (where each student starts each day)

Yellow- Think About It

Orange- Teachers Choice

Red- Parent Contact

If a child gets there clip to pink, which means they were outstanding all day, they will get to put a jewel on their clothes pin, pick a prize out of the prize box, and will get a note written by me that said they were outstanding that day. That will be sent home in their FISH folder. If a child made some bad decisions and ended the day with their clip on red, they will have to fill out a behavior sheet with me and tell me what they did to move their clip to red and how they are going to do better next time. This will come home in their FISH folder and will need to be signed and brought back the next day. I really really believe in positive reinforcement and think that it is much more successful in the classroom than negative reinforcement. Therefore, I give a lot more positive reinforcement than negative reinforcement. If a child does something really great in the classroom, whether that be being a good friend, helping someone else, following the rules, etc. If I see it I will tell them to move their clip up. With that being said every time someone does something good that does not mean they get to move their clip up and they are not supposed to come and tell me when they did something good to just try to move their clip up, because the point of doing something good or nice is not to be able to move your clip up it is to be a caring and respectful citizen. If a negative behavior happens I will ask them to move their clip down, by calling the child over to talk to me briefly so that the whole class does not call attention to that child. The child and I will discuss why they have to move their clip down and why that kind of behavior is not tolerated in our class.

In our class we also catch compliments together as a class. For example, if we got a complement from another teacher while we are walking down the hall then we would get to put a complement in our complement jar. Once we get 25 complements the class gets to vote on a special treat that we all agree on. This is

very motivating for the students and requires for the whole class to be following the rules to earn a complement.

## Snack

Please send your child with one snack daily. This should include a nutritious snack and a drink. This should be packed separately than your child's lunch.

## Money

Please place any money that is coming to school in a sealed envelope in their zipped pocket in their FISH folder labeled with the following information:

- Child's first and last name
- Teacher's name
- Amount enclosed
- Purpose of money (field trip, book order, fund raiser, etc.)

## Grading Procedures

In kindergarten, students do not receive a "letter" grade. Students are required to master certain objectives before they can be promoted to first grade. Among these objectives are knowledge of:

- letter names
- letter sounds
- several sight words
- phonetic spelling
- counting to 20 and numeral identification

Other factors include work habits and maturity.

In my classroom, you will receive information throughout the year in the form of test scores and your child's schoolwork. We will also make time during the year to meet and discuss progress and set goals together. The most important work habits in our classroom are that we all "do our best" and "make good choices".

## Water

Drinking water is highly encouraged in our classroom. It is especially important during warm weather. With this in mind, your child is allowed to bring his/her own water bottle into class and leave it in his/her cubby. If you would like, please allow your child to bring a small bottle labeled with a name to class. Bottles will be sent

home periodically to be washed. A reusable bottle is preferable to a disposable bottle in order to reduce waste.

## Homework

The most important homework your child will have is daily reading with someone at home. The purpose of any homework sent home would be to reinforce concepts already taught in the classroom. This will help them so much to build and develop their skills. Occasionally a math worksheet might come home or things that the children have not finished but ALL of this is optional. If a math worksheet comes home that is just for extra practice and they do NOT have to do it and certainly do not have to turn it back in. It is just for the children if they want to do some practice problems at home but it is not mandatory.

## Birthdays

Please pre-arrange birthday treats with me. Pre-packaged treats may be brought in for birthdays in the morning. Please don't send in cakes, cookie cakes, and ice cream because they consume too much class time. If you would like to send party invitations to the students in our class, please choose to invite all of the girls or all of the boys or the whole class if you would like invitations passed out during school. I would be happy to quietly insert these invitations into our FISH Folders. If just a few children are invited, please send these invitations on your own.

## Change of Clothes

Just in case of an accident, please label and send a change of clothing that is appropriate for all seasons (underwear and socks too!) to be kept in your child's cubby.

## Rest Time/Quiet Time

After lunch for about 30 minutes daily, we will have Quiet Time. During this time students will lay on their towels/blanket anywhere in the room and either relax or quietly read or look at a book by him/herself. **Within the first week of school, please send a beach towel or blanket with your child to be left at school.** These will be sent home every couple of weeks to be washed and sent back.

# Please sign and return this portion

I have read and understood the school and classroom procedures explained in this handout.

I will do my best to help my child be a responsible and accountable student.

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Parent Signature

I will do my best to make good choices.

I will do my best to learn and have fun in Miss Knudson's class!

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Student Signature