

Welcome to back to school night!
2020-2021 Theme: Called to Serve

I am looking forward to meeting and working with all of you this school year. Below is an outline of the information we will be talking about tonight. Most of the matters discussed below, the students and I have already gone over. I know these are unprecedented times, so please make sure to read carefully and keep this for reference throughout the year. This is not an ordinary school year. If at any time you have questions please don't hesitate to ask.

Contact information

-My school e-mail is dhartley@sjbde.org. I will check this email daily.

-My school extension is 221. This is exclusively voicemail. You would need to leave a message for me to return your call.

- My preference is that you e-mail me or send a handwritten note, at least initially, to let me know we need to touch base. It is much easier for me to e-mail throughout the day. If you e-mail me that we need to speak, I will get in touch with you most likely before the end of the day, but at most within 24 hours.

School-wide goal: Reverence, Respect, Responsibility- It is our goal that all members of our school community be instruments of peace. Additionally, to encourage this atmosphere each month we focus on a Franciscan Value.

COVID Enhancements

- Students need a **full** water bottle daily and a back up as water fountains have been turned off.
- Students' are spaced 6 feet apart.
- Students need sanitizer, disinfectant wipes, and tissues daily.
- There will be frequent hand washing, sanitizing, and desk wiping with sanitizing wipes.
- All classes, including specials (with the exception of gym), and lunch will be in the classroom.
- Outside spaces will be used as much as possible.

Student Walker Directions

"For the security of all children, you must either be a Milltown car rider in the front lot or a Limestone car rider in the back lot. Only students designated as walkers should be in the walker's line. If you decide to park elsewhere and not on school property, we cannot be responsible for your child's safety if you are late picking them up. We provide that needed security in our parking lots."

Materials

-Students will need: a pencil case(not a box) to include 4 pencils, 5 cap erasers, 2 red pens, 1 highlighter, 1 dry erase marker and small sock or rag to erase (Dollar store socks work great for this), 1 black sharpie, 1 glue stick, 1 sm. pair of scissors, 1 -6 inch ruler, 1 sm. stapler, 1 small pencil sharpener (with a collection cup), and 1 box of 24 crayons.

-Students will also need a back-up bag of supplies, a large ziplock bag labeled with name in sharpie to include 8 pencils, 5 cap erasers, 2 red pens, 1 highlighter, 1 dry erase marker, 1 black sharpie, 1 glue stick, 1 sm. pair of scissors, 1 -6 inch ruler, 1 pack sm. staples to refill, 1 box of 24 crayons.

-Students will also need: 1- **8 pocket** folder spiral bound or accordion, 1 yellow plastic two pocket folder with prongs, 7 non-spiral (marble) notebooks, 1 pack of loose-leaf paper, 2 packs 3X5 index cards, earbuds for Chromebook, 3 large book sox, 1 small book sox, 2 boxes of tissues (1 to be kept at student's desk and 1 back up to be replenished as necessary), 2 containers of Clorox wipes (1 to be kept at student's desk and 1 back up to be replenished as necessary), 1 large bottle of sanitizer for classroom and 1 small bottle of hand sanitizer to be kept at student's desk.

-Finally, we would like every student to have a cinch bag, in addition to their school book bag with a **small** towel inside. This will be used for their individual supplies to go back and forth between the classroom and outside for outdoor lunches and/or learning.

-Occasionally throughout the year, your child may need to replenish supplies. Please check in with them routinely to make sure they have what they need each day.

Our Classroom Rules, Rewards, and Consequences

Our rules/ rewards are clearly posted in our classroom and will remain all year. We will continue to use calendars this year to communicate with you, however they will be digital to minimize exchanging papers.. I ask that you make a point to look at it weekly. At the end of each month they will be printed and sent home to be signed and returned. As I have shared with the students, it is my belief that the focus in the room should be on the positive achievements that each of the children are making. To really work on this, we have decided again this year to use a classroom management system called Class Dojo. It is a system where students earn points for target behaviors individually as well as collectively as a class, to work toward rewards of various kinds. The following are the guidelines for your reference.

Rules

1. Follow directions quickly.
2. Listen when others are talking.
3. Raise your hand to speak or leave your seat.
4. Respect yourself, others, and our school.
5. Make smart choices

Rewards

1. Positive verbal praise
2. Class Dojo points and rewards
(ex;Positive notes and/or phone calls home, earned student/class privileges, etc.)

Consequences

1. Warning
Severe clause go immediately to #5
2. Loss of dojo points and/or seat moved
3. Note in calendar to be signed at the end of every month
4. Written note/phone call home
5. Go to the principal

Remote/Hybrid Learning

-Student schedules are included and note where ZOOM attendance is expected (Language Arts, Math, & Religion) We will try to complete religion in the am so they don't have to return as often as possible.

-Attendance is required daily and will be recorded. If students do not attend ZOOM they will be marked absent.

-Work is expected on the due date and will be subject to point deductions if not turned in on time.

-A list of any work that needs to be completed after ZOOM will be in your child's Google Classroom daily.

-A laminated copy of ZOOM expectations was sent home. Please review them with your child frequently to ensure they get the most out of class.

General Schedule

We are a self-contained classroom, which is much easier for students and much more flexible academically. They will travel as a homeroom and will be with me all day, except for their special classes. Each child has received a copy of his/her schedule. I have attached a copy for you as well. The subjects are briefly outlined below. The students have labels that contain all of their passwords for the various online texts in the front of their assignment book, and a laminated copy was sent home for you as well. Please take the time to look over the websites. They offer many valuable resources. They can all be accessed from my web page or from our virtual classroom in the students' Google Classroom.

~Language Arts~ We will continue to use the reading series, *Wonders* this year. The login page can be found at <https://my.mheducation.com/login>. It is important that the students spend some time reading every day. Please encourage your child to read a variety of genres and types of text. Please check in with them regularly via their reading log and look for information to come home regarding their AR goals for the trimester. Goals will be set after STAR testing is complete. Please make sure to sign and return that form acknowledging you understand the requirements as well.

~Math~ This is our first year with the Sadlier Math series. The math textbook can also be found at <https://sadlierconnect.com/@180507>. The main focus in fourth grade continues to be multiplication as well as long division and fractions. It is *imperative* that students memorize their multiplication facts. When completing assignments in class, at home, and on tests **all work must be shown. Not showing work will result in point deductions.**

~Social Studies~ This is our second year with our new series, My World Interactive. The textbook can be found at <https://www.savvasrealize.com/index.html#/> Our major topics will still include Delaware history and the regions of the United States.

~Science~ <https://www-k6.thinkcentral.com/ePC/start.do>. This year we will continue to use the Fusion Science series so the students should still be fairly familiar with the routines. We will cover a variety of topics and will participate in virtual as well as hands on labs as best we can due to the restrictions of COVID..

~Religion~ This year we will continue to use the religion series, We Believe, by Sadlier. Although we will cover many topics, our big focus will be the Beatitudes and the Ten Commandments. The book is not online, however, there are resources including practice tests at the following link. <https://religion.sadlierconnect.com/wbcid>

Chromebooks

- Parents please take time to familiarize yourself with your child's Google Classroom.
- Please be patient with us as well, remembering that this is the first year your child is one to one. It will take some time for the students to adjust.
- It is imperative that chromebooks are **fully charged** each day so that students do not get behind.
- Earbuds must be brought to school every day.

Homework Policy

- Each student has a daily assignment book. All of their assignments will be recorded there each day. Please make a point to check it each evening. Not only so that you know what is going on, but also to make sure that your child is using it appropriately.
- The students will have approximately 45 minutes of homework each evening Monday through Thursday. Generally students will not have homework on Friday; however there will be times when it is necessary in order to stay on schedule.

- Homework will always be a reinforcement of something we have worked on in school. Students will never have new uncovered material for homework. For this reason, homework should be independent work and credit will be given for trying.
- If a student is absent he/she is responsible for coming to see me for missed assignments.
- Each marking period the students will begin with a homework grade of 100%. If the students do not turn in their homework, 5 points will be deducted from this grade. Again, the credit is given for trying not correctness, however, it is important that they put in effort to **follow directions** etc. to receive full credit.
- If a student misses homework, it will be noted on their calendar. If there is a continuous issue of not completing assignments, I will call home so that we can discuss it.

Late Policy –

- Students are expected to complete work in a timely manner. Students must keep up with the due date. Late assignments will result in a five point deduction per day late.

Grading Policy

Grades will be based on the following:

- Tests (chapter or lesson) and/or projects and writing assignments (60%)
- Quizzes (announced or unannounced) (40%)
- Homework (credit is given for trying/ included in quiz grades)
- Based on their performance in the classroom, each student will receive a grade for their attitude toward the course and their effort in the classroom. These will be noted as conduct and effort on the report card.

Test/Graded Work Policy

***Cheating will not be tolerated. (This includes any talking during a test.) Parents will be notified and a significant point deduction (10 pts.) will be taken from the student's score.

- Students who are absent will be given sufficient time to make up the work and study.
- Most tests will be sent home to be looked over, with the exception of the reading tests.
- Graded tests, quizzes, and projects will be available on Powerschool within a week of their due date to the best of my ability. Occasionally due to the length of a writing assignment it may take a few extra days as they take much longer to grade.

Notes / Study Skills

- Fourth grade begins the transition from learning to read to reading to learn.
- During this year, students will learn how to take notes. They must keep an organized notebook throughout the year. Their notebook will be a great study guide for a test.
- It is important that students begin to learn study skills this year. Ex.} daily review, making flashcards, etc.
- The Quizlet app is a great resource. ****I give Dojo points for handwritten flashcards made by the students.****

Assignment Policies

- All assignments must be completed in pencil.
- All final products must be completed in cursive. After the first trimester all work is to be done in cursive.
- All assignments should be done neatly or I will ask that they be redone.
- The computer may be used, however, there will be no extra time given.

Birthday/Holiday Celebrations

- There will be no treats sent in until further notice. If this should change we will let you know and give you any restrictions or guidelines at that time

Miscellaneous

- We will have snack every day. Please send in healthy snacks and a small drink.
- Students should have a silent reading book in their desks at all times.

Helpful hints:

- Encourage independence whenever possible. Teach your child to search for answers independently.
- It is ok for your child to fail or mess up once in a while. That's how we learn.
- Handling consequences is a life skill they all need.
- If something doesn't sound right, it's probably not. Don't hesitate to contact me if you have a Question.
- Make sure homework is completed and encourage nightly review of classwork.
- Please stress the importance of kindness toward one another and anti-bullying behavior.
- Please leave all papers in your child's folder until your child lets you know I told them we were done with it.
- Keep in mind that I am evaluating the whole student. This not only includes how they perform on assessments, but how they follow directions, interpret questions, work independently, etc.

Papers to be filled out and returned:

- Parent/Guardian information sheet
- AUP signature page and/or covenant if we don't already have it
- Below signature page acknowledging receipt of this packet

(Please detach and return)

2020-2021 – 4th Grade, Mrs. Hartley
Please return by September 29, 2020.

I understand the procedures and guidelines for my child in fourth grade.

Student Name

Parent Signature

