Classroom

Handbook



Mrs. Martin

4th Grade

Bennett Ranch Elementary

Hello and welcome to Bennett Ranch Elementary School! My name is Mrs. Amanda Martin and I will be your child’s fourth grade teacher this year.

To make our year together successful for everyone, I have put together this family handbook filled with information you may need or want to know as the year progresses. I am looking forward to a great year with you and your child.

**Curriculum**

**Math**

We will be using Engage NY curriculum to meet the Common Core Mathematic Standards. Students will focus on problem solving and mathematical reasoning. Students will learn using discovery guided practice, independent practice, and higher level thinking/reasoning. In addition, I will be using the website STmath and ixl.com to monitor progress with your student’s memorization of addition and subtraction facts. Your student will practice their math facts as part of their homework. Your student’s log-in information will be sent home in their Thursday folder.

**Literacy**

Your child will be taught to read and write through large-group American Reading Company, small-group, and individualized instruction.  The 4th Grade team of teachers will meet daily with small groups of students who are reading at similar levels. Writing groups will be taught with the child’s classroom teacher, and differentiated according to instructional levels.  Through the teaching of differentiated targets and strategies, we will model and guide students at their instructional levels.

**Science and Social studies**

Your child will be taught the Science and Social Studies standards using themes and science kits.  During the year, your child will participate in the following Units of Inquiry: Colorado History, Communities, Civilizations, Weather, Non-renewable and Renewable Energy, and Resources.

**Positive Behavior Support**

I think the classroom is a small community where each individual is valued and supported, and in turn, values and supports others in our group. This sense of community happens when all members know, accept and practice group behaviors. We will discuss and practice many of the social behaviors that build community in our classroom. My expectations are listed below:

**\* I expect** students to practice the school-wide

Classroom Rules

Students will….

Show a Positive Attitude

Act Respectfully

Work Smart

Put Safety First

**Disciplinary Steps**

1. Corrective teaching - Review skill

2. Intervention – “ thinking break”

3. Time-out to another teacher’s classroom

4. Referral to counselor or administrator

5. Incident report parent notification

6. Develop action plan and apology

7. Return to class

When the class “shines” by demonstrating one of the character traits listed above, I place “shine stones” in a jar. When the jar is filled up to the purple line, the class will decide how to celebrate all of our hard work and good deeds. For example, we might have an Ice Cream Party, a Pajama Party, or a Pizza Party.

**\* I expect** students to follow the rules we create together. I will include the final rules for our classroom in our Newsletter (read about it below). Last year’s class thought these rules were important to follow:

1. Keep hands, feet, and objects to myself.
2. Be nice to the teacher and everyone in class. Do not hurt anyone’s feelings.
3. Follow adult instructions the first time.
4. Listen to the speaker and raise my hand when I want to speak.
5. Be responsible and respect others.
6. Work hard and do my best.

**Rewards and Consequences**

Students who participate in a positive manner, try their best (by completing class work and homework) and are on green for the week will be rewarded with small prizes the Class Gift Box or free time for special activities, such as Friday Fun.

Students who disrupt the learning environment:

* 1 time, will be warned dojo points will be taken from their account.
* 2 times, 2 dojo points will be taken from their account.
* 3 times, 3 dojo points will be taken from their account, a time out to refocus in our classroom and contacting parents/guardians via email or dojo
* 4 imes, 4 dojo points will be taken from their account and will be sent to a refocus seat in another classroom; if student has not refocused after returning, he/she will be sent to the office.

Students will also receive “Bulls” for on-task behavior each day. These tickets will be placed in a box and at the end of the day or week, I will draw a name and this student’s name will be sent down to the office and he/she will receive a small prize.

**Homework**

A major part of homework each week will be reading as indicated on it and in their planner. Your child should be reading silently and reading aloud to family members at least 30 minutes each night. Additional homework will be sent home each Thursday in your child’s Thursday folder and will be due back the following Wednesday. Homework will include studying spelling and vocabulary and math review pages. Homework is part of your child’s grade and students are expected to be responsible about turning in their homework on time. All information/fliers from the office will be sent home in your child’s Folder throughout the week. Please check their Folder daily and remove/return items as necessary.

**Weekly Newsletter**

Weekly, I will send a Newsletter home explaining the homework and any upcoming events. The Newsletter will also serve as one means of communication between families and me. Please take a brief moment to look at this to help make this a successful year.

# Thursday Folders

Every Thursday, folders will be sent home with important information about upcoming events and school activities. **Please return your child’s folder on Friday.** Also, please keep the information at home unless otherwise specified. **Please return your child’s Thursday Folder on Friday.** This allows time for me to prepare the next week’s folders.

# Book Orders

I will be sending home several book orders for you and your child to look at. These offer quality books at very reasonable prices. They also give our class the opportunity to earn bonus points for the purchase of classroom books; these books are used in our classroom library and to develop learning centers for the students. Should you decide to order books, please fill out the order form and return it to school on the specified day. **Checks** can be made payable to “Scholastic”. Please **do not** send cash.

# Family Volunteers

I love family volunteers! Family volunteers are a wonderful help for teachers and students. Not only do family members help contribute to their child’s education, but they are such a help for me. I ask that volunteers start around September 15th. This gives our class time to get into a routine and for me to learn the needs of the students. Should you choose to volunteer, you may be working with students or I may have you helping me make copies, develop learning centers, or other activities. I will have a sign-up sheet on Back-to-School Night.

Please remember to stop in the office and get a **Visitor’s Pass** when visiting us in the classroom.

**Our Schedule**

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| **Regular Schedule**  7:45 - 8:00 - Brain Booster  8:00 - 8:10 - Morning Meeting  8:10 - 9:10 - Science/Social Studies  9:10 - 9:25 - Recess  9:25 - 10:25 -  Math (whole and small)  10:25 - 11:05 - EXPLORERS  11:05 - 12:05 - Math - Small Groups 12:05 - 12:30 - ELA - Small Group  12:30 - 1:10 - RECESS and LUNCH  1:10 - 2:00 - ELA Whole Group  2:00 - 3:00 - ELA Mall Groups  3:00 - 3:10 - Wrap-up | **Double Day Schedule**  7:45 - 8:00 - Brain Booster  8:00 - 8:10 - Morning Meeting  8:10 - 9:35 - Day  9:25 - 10:25 - Math (whole and small)  10:25 - 11:05 - EXPLORERS  11:05 - 12:05 - Math - Small Groups 12:05 - 12:30 - ELA - Small Group  12:30 - 1:10 - RECESS and LUNCH  1:10 - 2:00 - ELA Whole Group  2:00 - 3:00 - ELA Mall Groups  3:00 - 3:10 - Wrap-up |

**MISCELLANEOUS**

**Birthdays**: If you would like to bring a special treat for your child’s birthday please let me know a head of time. We must follow the district policy and have each treat below 100 calories. I have also had dance parties, extra recess. Let’s get creative! In addition, if your family does not celebrate Birthdays or holidays please let me know.

Even though I love home-baked goodies, the District will not allow us to serve these to students. Please remember to bring **only store-bought items** for class celebrations. Also, please keep in mind that some students may have peanut allergies.

**PTA:**  Bennett Ranch Elementary School has a wonderful and supportive PTa. It would be great to see all of the families participate in the association. Meetings are held the third Thursday of the month.

**Box Tops:** Please send in your box tops! They do add up and our school may earn valuable school supplies. They are found on specially marked grocery items.

**You may also send a water bottle (with water only) & a couple of healthy snacks with your student each day to enjoy during class snack time.**

If you should have any questions or concerns about this Handbook or at any time during the year, please feel free to give me a call, e-mail me, or stop by the classroom. Before school, I am often preparing for the day’s learning activities, so after school is usually a better time to talk with me. You may reach me at Bennett Ranch Elementary School, or by e-mail [amartin@d49.org](mailto:amartin@d49.org) or 720.217.3102

**PHONE SYSTEM:**

If you call **between 8:05 am and 3:10 pm (Monday-Friday)**, your call will **go to my Voice Mail** and I will return your call as soon as possible.

In case of an **EMERGENCY**, call the Main Office and they can get a message to me.

**LET’S HAVE A GREAT YEAR!**

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**Extra Info….**

You may also list any special medical or learning needs your child may have. Or, you may call, e-mail, or stop by the classroom to let me know of any needs your child may have.

Thank you,

Mrs. Martin

4th Grade

**Please sign and return this page to class.**

Please read and review this Handbook with your child. I would appreciate a signature from both you and your child. This ensures that both the family and students are aware of the class expectations and responsibilities.

(Family Member’s signature)

(Relationship to Student)

(Student’s signature)

(Date)