

Welcome to 4C! I am excited to be working with you this year. We work best when we understand the rules, expectations, and routines. This handbook is for you! Please read and share it with your parents. Keep it handy to use for reference.

A Attendance is very important. We start our morning work as soon as you come in the door at 8:15. Being at school on time every day is essential to learning. If you are absent, the work you missed will be on your desk. It will be due as soon as possible after you return.

B Book orders will be sent home several times during the year. They are for your benefit, and completely optional. Please have your parent write a separate check to each different book club.

Birthdays are celebrated with free dress! You may bring a treat to share with your classmates. Please do not bring cake or ice cream floats, unless your parent comes in to help serve it! We usually have birthday treats at snack time (10:15).

C Communication between home and school takes place in several ways: FLASH, weekly 4C newsletter, email, phone/voice mail, written notes, and in person. Email is my preference, but any mode is acceptable! Your parents can contact me anytime (at home or school) to set up a conference.

Coats are important as the weather turns cold and wet, because we will be going out to recess everyday, except for a torrential downpour.

Conferences are held twice a year and include you! You will be prepared to reflect on your learn and will set academic goals to work on, with support from me and your parents.

D Dismissal is at 2:45 everyday, except on Tuesday, when it is at 2:00. If you must wait for an older sibling, or carpool, you must wait in 4C until 3:00. You can get a head start on your homework.

E Expectations are high! I expect that fourth graders, as the leaders of the K-4 Building will be able to be examples in behavior for the younger kids.

F Free Dress on the first Tuesday of the month. (check dress code in the SCHOOL HANDBOOK).

G Grades are always a challenge! I generally do not grade the content part of the homework, as it is review or reinforcement of concepts covered. See the Back to School handout for the grade scale used at St. Joseph.

H Homework is assigned Monday through Thursday evenings. Assignments are written on the Smartboard, then you will copy them in your planner. I will check the planner each day for the first trimester for accuracy, and stamp them when approved. The planner is an essential part of homework, and the communication between me and your parents. It must be brought to school and home everyday except on the weekend.

Homework needs to be turned in each morning and checked off. If it is not complete or was left at home, it must be done at recess. There will be several long-term projects during the year. There will always be two weeks notice for these.

Each week there will be a Math Crossword assignment, which is due Friday. Most students can complete it during free time in class.

I Illness needs special care. As a member of the community of St. Joe's, we are all responsible to work toward a healthy environment. If you are sick with a fever, you must stay home at least 24 hours after the fever is gone (without fever medicine). You also must be responsible for covering your mouth with your elbow when you sneeze or cough, and for washing your hands with soap several times a day.

Incomplete daily work must be completed during recess, or for homework. Incomplete homework must be completed during recess. Late homework will effect the weekly homework grade.

J Junk food is not encouraged at snack time!

K Kickball with Taffy is an option at recess!

L Love of learning is evident in 4C.

Lunch cards are set up on a debit basis. Bring checks for renewing lunch cards should be turned in to me first thing in the morning. Pizza lunch on the first Tuesday can be paid for in cash (\$4) or by your lunch card.

- M Multiplication and division facts are a focus between September and Christmas. Knowledge is essential before tackling double digit multiplication and long division.
- N Names should be on all clothing. If our name is on your belonging you have a 75% chance of finding a lost item!
- O Options are available for most projects. We try to meet the needs of our diverse learners!
- P Projects are usually worked on in class. **Passport to Washington** and **Book Projects** are the only ones that are completed exclusively at home. There will always be two weeks notice for projects.
- Q Quiet is expected when walking in the halls!
- R Respect is the foundation of operations in 4C. Respect for the rules, each other, for the learning, and for property.
- S Start-up is the name for morning work that takes place from 8:15 to 8:35. There will be a variety of morning assignments in math, language arts, reading, or social studies. The rule is to come in quietly, turn in homework, and begin the start-up assignment for the day.
- T "Thank You"s are the basis for my positive reinforcement. Students earn them and spend them at the weekly auctions.

Thursday packets include an email newsletter, a paycheck, and work for the week. Please read, review, sign, and return!
- U Uniforms are checked daily at prayer. Check the uniform policy in your handbook. No coats are to be worn inside the classroom.
- V Valentines! Bring one for everyone!
- W Website- check out our developing St. Joe's and 4C's web sites. As I learn how, I will be adding ours!

Written works always starts with the heading on the left in cursive, and class number in the upper right corner. All written work needs to be in complete sentences. All published work needs to be completed in cursive or on the computer.

- X EXTRA special kids work and learn in 4C! Extra work for enrichment or remediation is available by asking!
- Y You are important in the learning partnership!
- Z ZZZzzzz -sleep is the important job your have a night. Getting 8+ hours of sleep each night so that you can be ready to learn during the school day!

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We have read the 4C handbook and understand the rules!

parent

student

I have a question about...

