

3A Information

Homework

Two to three assignments will be given Monday through Thursday. The work should total fifteen to thirty minutes. In addition, fifteen minutes of reading should be done also on these evenings. As a class, we fill out a homework sheet at the end of each day. This sheet stays in the student's homework folder. Homework assignments are usually due the following day. If the assignment is not brought to school completed, it is documented on the student's sheet that is kept by the teacher. In addition, a stamp or sticker reading "PLEASE SIGN AND RETURN" will be put on the assignment. Your child should bring the assignment to you and ask you to sign it. If an assignment is left at home, a parent may sign the assignment and send it to school the next day. Incomplete work will need to be done during recess, and work left at home will need to be turned in to me the next morning. If there is a situation when your child cannot complete their homework, please send a note explaining the circumstance. Families are welcome to guide their child through their homework. Homework is usually practice and review. It is corrected in class by the student, with a red pen, and not graded.

Graded Work

Student work is graded according to how many points the assessment is worth. The score will appear as a number of points the student earned over the number of points possible. The points earned are entered into the grade book. A combination of points given in each report card subheading equals the percentage of the overall subject grade. Graded work is scored in green pen, comes home on most Fridays, and is listed in the teacher's Friday letter.

Weekly Work

Most Fridays each student will take home a brown "Friday Envelope," containing packets of student work completed over the last one to two weeks. Packets are put together by subject and may contain all completed work, projects, and graded assessments. It is very important that an adult goes through this work each week with their child making any forgotten corrections, and looking for grading errors. This envelope should return empty to school with your child on Monday mornings.

Grade Reports

Progress Reports and Report Cards will be distributed at the assigned times.

These grades will be based upon the percentage given in accordance with the St. Francis grading scale.

Tests and Quizzes

Students will always be aware of tests and quizzes two days in advance and they will immediately follow class review sessions. Students are asked to keep their answers covered with a cover folder.

Absentees

All assignments missed will be collected, recorded and placed in a folder. The folder can be picked up after school, or sent home with another child. Students have five days to make-up that missed work. Missed work that cannot be made up at home, such as, tests and quizzes, will need to be made up at recess.

Chapter Books

A chapter book should be brought to class everyday. Students are required to read one chapter book per month. The book they choose should be appropriate to their reading level and enjoyable. Books may be brought from home, any library, or borrowed from the classroom. The teacher will keep track of the books they are reading by writing the necessary information down on a Reading Log for each book. The student keeps this log in the Reading section of their three ring binder. The Reading Log asks students to summarize what they have read three different times. During each month, students will be assigned to complete a Book Report and/or Book Project. If a student reads more than one chapter book in one month, they can choose one book to do their report on.

Celebrating Student

Every week we will celebrate a different student. On Friday, a student will be picked "out of a hat". On Monday, the student brings in the "Celebrating Me" sheet, along with ten pictures of family and special events. These pictures will be placed on the "Celebrating" board. On Friday at 8:35, the student's family members and/or friends are invited to come to class. At this time, a pet or special item can be brought. The student will introduce their guest(s), share their pet or special item and tell about each picture.

Student Helper

Each day a different student is the "TA (teacher assistant) of the day" Their responsibilities include; leading the pledge of allegiance, being the line leader, beginning and ending prayer, choosing the lunch prayer, getting the milk, and leading prayer at the end of the day.

Birthdays

Please let me know a week in advance if your child would like to bring treats for their birthday, half-birthday, or un-birthday. We celebrate birthdays at any time of the day; however, the scheduled lunch time is most convenient. Treats can come to school with your child or they can be brought sometime throughout the day. On the morning of, we sing "Happy Birthday" and the student is given a birthday badge. Then at lunch recess they may select a treasure box item.

Student Organization

The student's three ring binder is divided into five sections labeled; Math, Lang. Arts, Spelling, S.S./Science, and Religion. Students are asked to keep subjects notes, spelling pretest sheets, Daily Oral Language sheets, and prayer sheets in the correct sections. The three ring binder will remain at school from day to day.

One pee chee folder is used as a homework folder. This folder contains a homework sheet with the daily assignment written by the student. The other pee chee folder is used as a work in progress folder. In this folder the student keeps work that we are in the middle of completing as a class. This work should not be completed at home.

Break Times

From 10:00-10:30 and from 12:00-12:50 students have time for snack, lunch, and recess. During these times students are encouraged to use the restroom, get drinks from the water fountain, and fill up water bottles. Each student also has two "tickets" that they may use to leave the classroom during instruction time on a daily basis.

Book Orders

Once every two or three months, several Scholastic book order forms are sent home. There is usually about a week from the time the orders are sent home until they should be brought back to school. Orders must be paid with one check made out to Scholastic.

Field Trips

Third grade will take at least two field trips this year. Both trips will compliment class learning. Families are asked to provide the cost for their child, along with a completed Field Trip information sheet

Communication

On most Fridays, a parent letter from the teacher will be emailed to each family. If you have any questions or concerns regarding your child, please contact me at school through email at hgreenan@stfoa.org. I will get back to you as soon as I can.

Parent Volunteers

Any and all volunteers are welcome! Sign up sheets for auction positions, and the room parent position will be posted on Information Night. Please email me at hgreenan@stfoa.org if you would like to help in the classroom. Field trip chaperone opportunities will come up three to six weeks prior to the event.