

Mrs. Hartle's
First Grade
Handbook
2016-2017



General Brown Central School District
Brownville Glen-Park Elementary School

(315) 779 - 2300
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Dear Parents / Guardians:

Welcome to First Grade! I prepared this book in hopes that it will provide you with useful information in regards to our classroom throughout the year. You might want to place it in a safe spot so that you can refer to it when necessary. I encourage you to look over the handbook and if you have any questions, please do not hesitate to contact me! I look forward to working with you to ensure that your child has a successful year in first grade!

Mrs. Hartle

"HOUSE KEEPING ITEMS":



Attendance: If your child is absent, the office requires a written excuse when your child returns to school.

Bus Passes: If your child will not be riding his/her bus on any day, you **must** send in a written note stating where your child will be going after school, and if they are being picked up and by whom. Without a written note, we are required to put your child on his/her bus.

Notes to the Teacher: If you send a note in with your child, please remind them that in the morning they have to remove it from their home folder and put it in the NOTE BASKET. I will not be able to check backpacks and folders every morning for notes.

Lunch Money: If you send lunch money to school with your child, PLEASE put it in an envelope/baggie labeled with their first and last name, my name (Mrs. Hartle), the amount of money in the envelope and what days that week the child will be buying lunch. **School lunch is \$2.50.**

Snack: **Snack is NOT provided in first grade**, however your child may bring in a snack for our designated snack time. Your child may also bring in a water bottle to keep at their desk. Please send in a water bottle that has a "pull top" (not a twist off cap) to help minimize spills. Water bottles will be sent home every Friday to be cleaned. **Please do NOT send in soda or juice- water only please!**

Book Orders: I typically send home book orders once a month. If you would like to order books: please send in the completed order form and a check made payable to Scholastic Book Club for the exact amount due (NO CASH PLEASE!).

Newsletters: A classroom newsletter will come home every Friday. It will provide you with valuable information about what is happening in our classroom each week.

Birthdays: We love birthdays! Please feel free to send in a snack for the entire class on your child's birthday. If your child's birthday happens to fall on the weekend or over a vacation you can send in something either the Friday before or the Monday after. We currently have 24 students, but please check with me for the number of students we have in the class prior to sending a birthday snack in. ☺

Birthday Invitations: Please do not send birthday invitations to school unless your child will be inviting the ENTIRE class. Young children do not yet understand that not everyone can always be invited, and I don't want to have hurt feelings over not getting an invitation. I will be sending home a birthday address list so that invitations can be mailed out rather than sent to school. If you would like your child's name on the birthday address list, please fill out the information at the end of the packet and return it to school.

Movies: On occasion we will watch a movie in our classroom or with the other first grade classes to celebrate the end of one of our domains or units. These movies are always rated 'G' or 'PG'. For example we will watch "Cinderella" at the end of our Fairy Tales Domain or "Peabody and Sherman" to celebrate our Ancient Civilizations Domain.

HOMework:



There will be math "homework" coming home with your child daily. This homework will **not** be reflected in their math grade. The homework is basically a review tool for you to go over with your child to ensure that they understand the mathematical concepts being presented in the classroom. **This does NOT have to come back to school.**

There will also be worksheets coming home from our reading series. These may have stories that your child needs to read to you, or they may be skills based. Again, **this is not something that I will be collecting and grading.** Additionally, the rainbow & tricky words should be reviewed every night (please do not focus on how to spell these words, but rather how to read them...the spelling will come once they learn to read the word). Spelling words will start in Unit 3 of our ELA program. I will always put the words in the Friday newsletter as well as send a copy home as they are introduced in the lessons.

Every night your child should be reading for at least 10 minutes. This can be independent reading (monitored of course), reading aloud to a sibling / adult or reading aloud together with a sibling / adult. All of these activities will promote fluency in reading and you will find that the old saying "practice makes perfect" really does hold true. On occasion I would also suggest that YOU read to your child as well. In addition to being

good bonding time, you will be modeling good reading skills for your child. Make sure that you stop every so often to discuss what is happening in the story and ask pointed questions (ex: Tell me what happened when...? What happened after...? What was your favorite part and why? Was there a problem? How was it fixed?). This will help your child to develop comprehension skills.

CURRICULUM:



Reading and Writing in the Classroom: The reading program we currently have implemented in the primary classrooms is, Core Knowledge. This program primarily focuses on phonics and listening and learning (comprehension) at the first grade level. There will be 7 phonics units, and 11 listening and learning domains that we will complete over the course of the year. The program also promotes growth in oral language, phonemic awareness, phonics, vocabulary, comprehension, independent writing, handwriting and spelling. The goal of this program is to have each child reading and writing independently and successfully. Every day, students will have the opportunity to read either independently, with a partner, or with the teacher. Students will also have the opportunity to complete learning centers that supplement classroom instruction in E.L.A.

Math: Our school utilizes "My Math," which is a K-8 program. The first grade section really focuses on a child's understanding of numbers. Some of the topics that we will cover will be addition and subtraction, learning place values, telling time, fractions, identifying money, word problems and much much more! We will use a lot of math manipulatives this year to provide your child with a hands on understanding of math concepts. Your child will also have paper and pencil activities to do during their learning centers to help them with the math skills they are learning.

Other Content Areas (social studies, science, and health): Most of the units I will be teaching revolve around themes, meaning that the unit ideas will be incorporated throughout the entire day, week, or month. Your child will be participating in other content area activities regularly throughout these thematic units.

COMMUNICATION:



I would like to encourage you to contact me should you have any questions or concerns regarding your child. I can be contacted before or after school, or you can leave me a message during school hours. My phone number is 779-2300. If you can't reach me via phone, please e-mail me (ehartle@gblions.org). I try to check my e-mail frequently throughout the day, and I will make every effort to respond to you the same day.

We will have formal parent teacher conferences in November. However, if there is a need to have a conference any time throughout the year, please know that I will meet with you any time. I am here to help your child meet their academic potential and I feel that it is extremely important for you and I to have a good working relationship to achieve this. No one knows your child better than you do and I value your opinion immensely and I hope that you will value mine as well. I will have high expectations for your child as an individual this year. I will always expect your child to try his/her best in the classroom. In our class, students will be taught that everyone has different strengths and weaknesses and that as long as we always try our best, we are successful in everything we do.

REPORT CARDS:



Your child will receive his/her report card four times in First grade. The following dates are when report cards are given:

1st Quarter - November 18, 2016

2nd Quarter- February 3, 2017

3rd Quarter- April 28, 2017

4th Quarter- June 23, 2017

It is very important that you review your child's report card with him/her to recognize their strengths, discuss their weaknesses and to show support. The report card envelopes will always need to be signed and returned to the school. If I feel I need to update you on your child's progress prior to the report cards, I will get in contact with you so that we could set up a time to meet.

Classroom Schedule:

We follow a six day cycle for specials. The first day of school will start with Day 1. Here is the special schedule:

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
PE	LIBRARY	PE	MUSIC	PE	ART

On days that your child has PE - PLEASE send them to school in sneakers. Thank you!!

Classroom Rules:

I find it very important that students have the opportunity to help create their own classroom rules (with guidance from the teacher). When students create the rules, they feel a sense of ownership and are much more likely to follow the rules that they created. As a class, we will come up with rules on the first day of school and keep them displayed in our classroom. I will list the rules that we come up with in our first newsletter!

Your child will periodically receive praise (typically verbal, but sometimes in the form of a special treat) when they follow the classroom rules. If your child is having trouble following a rule, they will be provided with time for "re-teaching" in that specific area (for example, if they are having trouble walking quietly in the hall, your child will practice this skill for a few minutes during their valued time - recess - every day until they show me that they have mastered this skill). Also, I very much believe in the "Praise in public, Discipline in private" idea. No one (child or adult) likes to be highlighted for doing something wrong, so I will make every effort to keep it a private matter between your child and myself.

Wrap - Up:

Lastly, I would just like to thank you for the wonderful opportunity to teach and grow with your child this year! I look forward to really getting to know both your child and you, and I know that if we work together we will all have a successful year in first grade!

Sincerely,

Mrs. Hartle

**** PLEASE COMPLETE AND RETURN ****

Please just sign below to verify that you have read and understand this handbook. If you have any questions, I am just a phone call or an e-mail away!

Parent / Guardian Signature _____

_____ Yes, please add my child to the birthday invitation list. ****Please write your child's name & mailing address in the space below.**

_____ No, please do NOT add my child to the birthday invitation list.

