**Twin Oaks Elementary**

**2019-2020**

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***“A High Academic and Character School!”***

**First Grade Syllabus**

The first grade teachers at Twin Oaks Elementary (T.O.E.S.) would like to thank you for including us in your students’ educational journey. This year’s team includes Ms. Goodson, Ms. Le, Ms. Thompson, and Ms. Willett. The first grade school year is a critical time in your child's life. We will be learning so many things that are important to prepare your child for upper elementary. We will teach our students not only to read, but also to comprehend the texts read. We will also be assisting students to become fluent and accurate readers. By the end of first grade, our goal is for every student to be reading 48 words per minute. It is imperative that your child begins reading daily at home to increase their reading fluency.

In math, we will be exploring addition and subtraction as well as strategies for adding and subtracting two digit problems. Students will be learning to tell time to the hour and half hour as well as the value of coins. They will also solve single and multiple step word problems using different strategies. During the second half of the year, students will solve problems using measurement, data, as well as exploring fractions.

We look forward to working with you and your students this year. Below are expectations that we have for the school year.

***Weekly Newsletter***

Each Monday students will be given a grade level newsletter. The information in the newsletter will include the new skills for the week, test dates, and homework.

***PBIS Description***

The purpose of the School-wide Positive Behavior system is to provide positive reinforcement for desirable behaviors for all students. The Positive Behavior System applies to all students and staff in all settings with expectations/rules that are the same school wide. The teaching tool is to enforce desired behaviors and help keep students focused on a long-term reward system. Students maintaining an A or B average for the month will be allowed to attend the monthly PBIS activity.

***Classroom Rules*:**

Every student at Twin Oaks Elementary will be expected to follow the rules below:

1. Follow Directions
2. Keep Hands, Feet, and Other Objects to yourself
3. Respect yourself, your teacher, your classmates, and your school
4. Raise your hand to get out of your seat or speak.

***Conduct Grades*:**

Conduct grades will be given daily. Every student begins the day with 10 points. When students choose to break a rule they will lose a point for the day. The daily grades will be averaged into a weekly conduct grade.

Conduct grade sheets be sent home daily for you to initial.

***Work Packets*:**

Work packets are sent home every 2 weeks. Included in the packet are test papers and graded material. Please sign the packet and return it the following day with the papers. The teachers will keep the test papers on file until the end of the school year.

**Classroom Procedures:   
Late Work**  
 Late work will only be accepted due to students being absent from school. We give adequate time for work to be completed correctly and expect it to be turned in promptly. We appreciate your cooperation.

**Beginning the Day**

The student will:

1. Enter Classroom Quietly
2. Put their home/conduct folder in appropriate area
3. Put notes from parents in appropriate area
4. Put their book sack in the designated area
5. Walk quietly and go to assigned seat
6. Begin eating breakfast at their seat
7. Once breakfast is finished, they will begin their morning work quietly

**Ending Day**   
 At 3:05 pm each day students will clean up their work area and take out their homework folders. During this time the teacher will pass out any necessary materials that should be sent home for either homework or parent review. The teacher will record the student's conduct grade on the behavior sheet to be signed by the parent nightly.

**Daily Conduct/ Weekly Conduct  
Responsibilities of teacher**-Teachers will give students accurate conduct grade each day (see classroom management plan) and at the end of each week, teachers will average daily grades and give a weekly grade.  
**Responsibilities of parent**-Parents must see their child’s conduct every day and initial/sign it to let the teacher know they have seen it.  
**Responsibilities of child**-It is the child’s responsibility to take his/her conduct home and show his/her parent or guardian their conduct. Every day that conduct is not returned to school or is not signed by the parent or guardian, the student will owe his/her recess time. This is an excellent area for the student to learn responsibility.

**Daily Homework**

**Responsibilities of teacher** - The classroom teacher will provide each student with any handouts needed to complete the assigned homework.

**Responsibilities of parents** - Please check your child's folder daily to find what homework has been assigned. After all homework for that night has been completed, please make sure the homework is placed back in their homework folder. Please assist your child with their homework, but do not complete it for them.

**Responsibilities of student** – It is the student’s responsibility to bring home their homework. They must return their completed homework each day in their homework folder.

**Progress Report Cards**

**Responsibilities of teacher** - Teachers will prepare and send home progress reports in the middle of each nine weeks. If conference is desired, a note will indicate so.

**Responsibilities of parents** - We ask that parents review their child's grades and then sign the bottom of the progress report. If a conference is desired, please contact the teacher by note or phone call.

**Responsibilities of student** - The student must bring their progress report home and have their parent or guardian sign it. It must then be returned so the teacher can see that the parent saw and signed the progress report.

**Report Cards**

**Responsibilities of teacher** - Teachers will prepare report cards with comments at the end of each nine weeks. These will be sent home in an envelope with the child. Conferences will be requested by the teacher if necessary.

**Responsibilities of parents** - We ask that parent's review their child's report card with the child and then sign the envelope it came in. Only this envelope must be returned to the teacher; the report card is yours to keep.

**Responsibilities of student** - The student must bring the report card, and envelope it is in, home for their parent to sign. It is their responsibility to show the report card to their parent and then return signed envelope to school the next day.

***Dates to Remember:***

