

3rd Grade
Family
Orientation
Handbook

2012-2013



Third Grade Schedule

7:50-9:35- Block 1 (homeroom)

9:35-10:20- Special Areas (Music, Art, P.E.)

10:20-11:00- Block 1 cont. (homeroom)

11:00-11:20- Recess

11:20-11:50- Lunch

11:50-2:10- Block 2 (second teacher)

2:10-2:40- Intervention ("Wise Time")

2:40-2:47- Pack-up/Dismissal

Dear Parent(s),

We would like to take the time to welcome you to Cross Oaks Elementary or welcome you back if your child is a returning student. It is always thrilling to be a part of new traditions and start a new school year with new students and their families. We are looking forward to a fun year of learning!

We have spent a considerable amount of time preparing for this academic year to make it the best for your children. We are excited and enthusiastic about teaching your child and working with your family to accomplish all of our goals. Each of us looks forward to building a relationship with you and your child to ensure ultimate success.

Third grade is a special and different turning point in your child's education. They will learn and be responsible for many new tasks this year. We are very anxious to teach as well as learn from your children and we thank you for trusting us with them each day. We know that along with your help this is going to be a fantastic year!

Our conference time is from 9:35-10:20 each morning (except on Tuesdays). Please feel free to contact us anytime if you should have the need.

Sincerely,

Third Grade Teachers

Monette Kane (team lead)
(972)347-7145
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Samantha Tran
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Pam Martin
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Cross Oaks Elementary 3rd Grade Supply List

*(***Please note that highlighted items on this list are in addition to what is on the district homepage. Thank you!)*

#2 Pencils (24)

2 -facial tissue (large box)

2- pkgs. wide rule filler paper (200 count)

4- portfolio pocket folders (at least 1red, 1blue, 1yellow, 1 green, and 1 purple)

1- bottle white glue (washable, 8oz.)

4- glue sticks

Colored pencils (12 count)

1- 3 hole punch, zipper pencil pouch

1-12x18 package Manila (50 count)

1- 12x18 package White paper (50 count)

1- 12x18 Asst. construction paper (50 count)

3- spiral notebooks (100 count, wide rule)

1- blue pen

1-box of 8 washable markers

1-Highlighter

Ruler (1/4 in. and mm)

Waxed crayons (24 count)

Scissors (sharp point, medium size)

2- large erasers

2- composition books - lines only

1-box “ziploc” type bags — quart or gallon size

2- dry erase markers

1- 1” white ring binder with clear front/back pocket

1- Plastic folder **without** brads

1-package of pencil-end erasers

**Classroom Management Plan
Third Grade Team
2012-2013**

Classroom Expectations

1. Listen when someone is speaking
2. Follow teacher directions and CHAMPS
3. Respect Others. Respect Yourself. Respect Your School.
4. Be Honest
5. Be Responsible

If you Choose to Break an Expectation:

Step 1 If an expectation is broken:	Student will receive a conduct mark, sign the conduct binder and have a consequence. Parents will be notified via the students' "OWLS" binder.
Step 2 If an expectation is consistently broken:	A parent note/email will be sent home. A student/teacher conference will take place.
Step 3 If steps 1 and 2 have been done and the expectation is still being broken:	A parent/teacher/&student conference will take place and the student will be placed on a behavior contract.
Step 4 If all steps have been completed above and the expectation is still being broken:	The student will receive an office referral. The counselor will be involved in creating a new behavior contract/intervention.

*****Severe disruptions or use of foul language, danger to self, others, or property will result in an automatic office referral.*****

Rewards

- ✓ Verbal Praise (daily)
- ✓ Positive emails, phone call, or notes home (random)
- ✓ Class Compliment Treat (per marble-filled jar)
- ✓ Earning Teacher Signatures (example:, soda in class, no shoes, lunch with the teacher, etc..)
- ✓ Various other positive perks throughout school year (Fun Friday, etc.)

Weekly Homework

Every Monday, or first day of the week, your child will bring home his/her "OWLS" binder along with a spelling word list and reading comprehension assignment. Math homework will be sent on Tuesdays and Thursdays.

Each day after school, the students should read 25 minutes from a "just right" chapter book. They should fill in the necessary field in their agenda and parents/guardian must initial that they have read. The minutes must be calculated by the student and turned in no later than Friday of each week. Please encourage fluency and comprehension when you can. Ask your child to read to you. As they do ask them questions about the story or ask them to summarize to you what they just read as you heard it read aloud.

Spelling homework will be to study for the spelling tests in whatever format most helps your child. It should be a part of the daily time set aside for homework; however, the time spent on spelling will depend on your child and the difficulty of the words for him/her that week. Suggestions include writing words in manuscript and cursive (after they have learned it), writing words in sentences, making flashcards, Spelling City and taking mock spelling tests. There are also some online resources available to help your child study. Links will be posted on our websites. Spelling tests will always be on Friday, unless there is no school or a special event in which case the test will be administered on Thursday.

The weekly reading assignment will be given to students on Monday and is due on Friday morning. Math homework will be sent home on Tuesdays and Thursdays and is due back the following school day. Math assignments will provide either additional practice or an extension of the lesson for that day.

I would like to encourage you to be involved with your child as he/she completes his/her homework. Again, please remember to sign your child's agenda daily. Please avoid giving them excuses why you can't sign it. It takes a couple of minutes to see that they have completed their homework/reading and sign their agenda.

Please let us know if you have any questions. You can email or call your child's teacher and they will be happy to answer your questions. Thank you for helping ensure your child's success!

-Third Grade Teachers ☺

Important Information

Absences:

Please know that it is required that students bring a note within 72 hours of an absence, explaining the reason for the absence. Regardless of telephone contact, a not with parent signature is required for the TEA (Texas Education Agency) audit records. Unless your child is running fever, vomiting or has diarrhea, please make every effort to have your child to school each day on time. Thank you!

Tardies:

Tardies are taken very seriously because minutes matter when it comes to your child's education. New this year at Cross Oaks, beginning with the first week of school, if your child is tardy they will be walking 10 minutes at recess. Your child is considered tardy if they walk into the classroom after the tardy bell has rung (7:50). If they come in after the tardy bell without a pass, they will be asked to go back to the office and get one. This is a school-wide rule. Please see that your children get to school on time each day.

Transportation:

If there are any changes in your child's transportation, please send a note, email or contact the front office so that they may notify the teacher. If there has been no communication, for the safety of your children, we must send them home as instructed at the beginning of the year.

OWLS Binder/Agendas:

Each child has an "OWLS" binder in which they will keep their spelling list, homework, unfinished work, agenda, important notes from the teacher (front pocket) and from home (back pocket). These agendas need to be signed by a parent **EACH** night. This is a quick way for you to know what work your students has each night, if they received any conduct marks and it lets me know that *you* know about it. We feel that it's an important tool which will help your child maintain their responsibilities this school year.

Homework Policy:

Homework is an integral part of the third grade curriculum. Students should complete and turn in assignments on time and do their best work. They will be

assigned homework Monday through Thursday. Students are also responsible for preparing for tests in all subject areas. We do ask that parents review homework with their children. Please, do not do your child's homework for them (this includes writing for them as well). You are enabling your child when this happens. All assignments should be completed in pencil, unless otherwise specified. Work completed in pen, crayons, or marker will not be accepted. In the event of an absence, your child has the number of days they were absent plus one day to turn in missing assignments. Please contact us with any questions.

Tuesday Folders:

Tuesday folders will go home each Tuesday and must be returned the following day **SIGNED** by a parent. This lets me know that you have seen the contents of the folder. Graded work and school papers, teacher notes, etc. will be sent home each Tuesday. If there is not graded work that will go a particular week, the teacher will inform you of such. But otherwise, please look for your child's graded work.

Field Trips:

Field trips are an extension of the learning that is taught in school. Therefore, they are NOT mandatory. If you prefer that your child not attend a field trip, your child will stay supervised, at school. Because going on field trips are considered a privilege, student behavior will be a deciding factor whether or not they get to attend. If you would like to volunteer as a chaperone on any field trip throughout the year, a DISD Volunteer and Background check form must be filled out several weeks prior to the trip. It's a good idea to fill one out at the beginning of the year if you think that you might be attending one in the future. Parent chaperones must provide their own transportation to and from field trips.

Lunch:

We invite you to come eat lunch with your child if you are able. The students think of it as a real treat. We know that your child likes to sit in the company of family and friends, however, the tables can become crowded very quickly with multiple grade levels in the cafeteria at one time. Please be courteous and considerate of other parents who want to enjoy lunch with their child too and only allow your child to bring one friend to join you for lunch.

Also, there is a peanut free table in the cafeteria. This table is for our students who have nut allergies to sit if they choose. They may also have one friend sit with them as long as that friend has a nut free lunch (this includes peanut butter). Please do not sit at this table if your child does not have a nut allergy. Thank you!

Birthdays

You may bring cupcakes or any other store bought treats for your child to share with their classmates on or around their birthday. If your child has a summer birthday, please feel free to celebrate their half birthday at school so that they too can have the opportunity to share it with their peers. Please let your child's teacher know in advance if you will be bringing treats. You can send them in the morning with your child or bring them after lunch if you choose.

Grades

Third graders will receive numerical grades for all subject areas. Grades will be posted in our online grade book which is accessible to parents as well (be looking for information on that soon). If you should have a question/concern regarding an assignment or grade, please contact the teacher who teaches that subject area. For example: Mrs. Kane and Mrs. Tran are teaching Math/Social Studies/Health. Please contact them regarding these subject areas. They will not know nor have access to other subject areas. Email or call your child's teacher directly. Expect a response within 24 hours.