

**WELCOME TO SECOND GRADE
AT
ST. ALBERT THE GREAT SCHOOL!**

The second grade teachers are Mrs. Lynn Barger (2A), Mrs. Allison French (2B), and Ms. Lindsay Finley (2C). We are delighted to be working with your child this year and are looking forward to an exciting and successful school year. Hopefully all of your questions about our policies and philosophy will be answered in this handbook. However, we are always glad to schedule a conference with you to discuss any concerns that you may have.

CORRESPONDENCE BETWEEN HOME AND SCHOOL

Please make sure that the child's name is on each note/envelope sent in and labeled what it is for (i.e. Judy Jones-field trip money, or Ms. Finley- personal from Mrs. Smith). Often we are collecting several different things at the same time and this will make keeping track of things much easier. **Never send in money that is not in an envelope with your child's name on it.**

PAPERS HOME

Papers will be sent home on a daily basis and can be found in the "STAFF" (St. Albert File Folder) in the Take Home and Keep section. Please check this section daily and remove the papers only from the Take Home and Keep section.

To develop good study habits, all students are required to have an assignment book (provided by St. Albert and kept in the STAFF). **This book should be checked and signed nightly.**

HOMEWORK

Homework helps a child develop responsibility and sets good study habits for the years to come. Expect homework to be given nightly Monday through Thursday. There is no homework over the weekend. **PARENTS: PLEASE SIGN EACH HOMEWORK PAPER AND ASSIGNMENT BOOK NIGHTLY. Please look over your child's work to make sure it is correct.**

RESPONSIBILITIES

Student:

1. Complete homework assignments and show to parents.
2. Ask parents to check and sign completed homework and assignment book.
3. Place in Homework section of STAFF.
4. Remove papers from "Take Home and Keep" and show to parents.
5. Check pencil pouch for necessary supplies and sharpen pencils.

Parents:

1. Check and sign each homework paper and assignment book nightly.
2. Go over with child papers from "Take Home and Keep" section of STAFF.
3. Replenish needed supplies for pencil pouches.

Second Grade Homework Guidelines

This is the suggested amount of time your child should spend on his/her homework. Some may work at a faster pace and others, slower. The amount of time listed is uninterrupted time. If your child has a snack or restroom break, that time is not considered “work time.” Please understand the homework time can be broken into chunks of time.

Math

10-20 mins. per night- Complete assigned homework each night (Simple Solutions and PW). Complete any unfinished class work and return the next day. Unfinished math pages will be in the math section of the STAFF, labeled HW. Unfinished work is sent home if the majority of the class completed the assignment and ample time was given for the assignment to be completed.

Science/ Social Studies

5 mins. per night- A study guide is sent home for most science and social studies curriculum. All subjects are presented and reviewed in class many, many times before assessments! If students pay attention and do projects in class they should have little difficulty with the assessment. Ask the students to tell you what they know then study the things that aren't sure about.

Language Arts

Reading

10-20mins. per night- Please make sure your child is reading an Accelerated Reader book. Have your child read with you then alone or vice versa.

Spelling

5-10 mins. per night- Practice the easy words 1-2 times a week. Practice the harder words 3-4 times a week. Alternate writing the words with oral spelling of the words since our test is written. Break the harder words into syllables.

5 mins. per night- Students need to read the directions silently, then out loud to a parent to make sure they know what to do on that page.

BIRTHDAYS

As stated in the Blue Book, no birthdays are celebrated in the classroom, and no invitations of any kind may be distributed in the classroom or anywhere in school.

MILK AND SNACK BREAK

Because second grade is served lunch at 12:10, a milk or juice break is provided mid- morning. A snack break will be provided until after the first of the year. The children are allowed to choose either white or chocolate milk, water or 100% juice. The cafeteria sets milk and snack prices.

MASS

These liturgies will be on Tuesdays and will be for all grades. They are scheduled every week. The second grade is a Sacramental year. We are asking all parents to sign the Offertory Book in Church to bring up the gifts during the Sunday Liturgies. This will help your child better understand the “community” aspect of Liturgy.

CHANGING CLASSES AND SCHOOL SUPPLIES

As we embark on a new learning experience with children changing classrooms every period, we would like to make this transition for your child as smooth as possible. Second graders will be changing classes with other second graders. In order to do this, we need your cooperation.

These are the **ONLY** items to be found **in your child's pencil pouch**:

Crayons (box of 24 only)

Red checking pen / pencil

3 sharpened pencils (yellow #2 lead only, NO mechanical or unsharpened pencils)

Large glue stick

Highlighter

Markers

Scissors

Large eraser (Enclosed pencil sharpener (optional))

Please try to keep the rest of the supplies from the school list in your child's cubby.

FIELD TRIPS

This year we plan to experience educational field trips. These field trips are an extension of our classroom learning. You will be notified of the field trips in advance and are welcome to chaperone as needed.

DISCIPLINE

We believe in a policy of positive reinforcement. The class works together to earn a special reward such as a special sticker.

We also believe in a philosophy that stresses logical consequences for a child's actions. Each child is made aware of the class policy for disruptive or irresponsible behavior. If a child is disrupting a class or being irresponsible, he/she is first given a verbal warning and a check will be placed on the teacher clip board. If the behavior continues, or another infraction, the child will receive a second check mark. If the behavior continues, or another infraction, the child will receive a second check mark and a Parent Teacher Communication slip will be sent home to be signed and returned the next day. If serious or inappropriate behavior does not stop, the child will speak with the counselor or teacher. There are some situations that if the teacher deems appropriate, no warning will be given and the child will receive an automatic red.

You will be kept aware of your child's behavior on a daily basis through his/her assignment notebook and through the Rediker site.

Rules will be posted in each classroom. These rules are:

1. Be a good listener
2. Raise your hand to speak
3. Follow directions
4. Bring all materials to class
5. Be respectful to others
6. Walk quietly in the halls
7. Complete all assignments
8. Stay on task
9. Appropriate talking

CURRICULUM

Language Arts: The L.A. period consists of Reading, Phonics and Spelling, as well as some journal writing. We will divide our time between small group reading and whole group reading. We will read from an anthology as well as from appropriate trade books. A spelling assessment is given each week, on Friday. Each assessment will include 15 words. There will be two parts to the assessment:

1. We will study a particular rule of spelling for the week and a list of TEN words that follow that rule. There will be FIVE additional high-frequency words.
2. 3-4 sentences will be read to the class to write on the back of the spelling test. Students receive one point for starting the sentence with a capital letter, ending with the correct punctuation mark, and for spelling each word correctly.

If you find that preparing for the weekly assessment with your child is becoming frustrating to the point that it is becoming a task that you both dread, please schedule an appointment so that we can find a solution to the problem together. Simple Solutions Phonics quizzes will be given weekly.

English: English consists of two major components, grammar and writing. We will alternate weeks, spending a week at a time on grammar, then a week doing a Writer's Workshop- where we will write paragraphs, poems, stories, etc. Simple Solutions Grammar quizzes will be given weekly.

Math: Math curriculum stresses a hands-on approach and provides manipulatives for the students to use. **All second grade students are expected to memorize their basic addition and subtraction facts to 18 and will do weekly drills to demonstrate their competence.** Simple Solutions Math quizzes will be given weekly.

Science and Social Studies: Science and Social Studies are taught at different times throughout the year. For example, the students might spend a month on Science, and the next month concentrating on Social Studies. Students in the classroom are actively engaged in real learning activities, which help develop responsibility and independence.

Religion: We will use a textbook for Religion, constantly supplementing the material with activities to enhance and to help our students on their journey of learning about Christ and his teachings.

Handwriting: We are using the D'Nealian method of handwriting that your child was introduced to in the first grade. This method stresses the acceptability of individual differences in handwriting styles. Some students tend to give their writing a forward slant, some a backwards slant, and some no slant at all. D'Nealian accepts all of these styles as long as the child is consistent with his/her slant. We will make the transition to cursive writing after the first of the year. Often handwriting homework will be given.

GRADING POLICIES

Assessment tasks are given periodically in all subject areas. These tasks provide the teacher with important information regarding your child's progress in a given subject area. These assessment tasks are scored using a grading scale from E to N. Mastery level would be an S. Any score above an S earns more points and indicates an even greater mastery of the task. Any score below an S indicates that the child is having difficulty mastering the task.

GRADING SCALE

93-100 E

92-84 G

75-83 S

74-70 N

Below 70- U

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