



Important Class Information

**Parents and students, please read the 5th grade Welcome Letter, the important class information found on our 5th grade page, and then print, initial, sign, and date the 5th Grade Agreement Form.

Homework is assigned to aid each student in time management, personal responsibility, skills practice of concepts taught in class, the strengthening of basic skills, developing study skills, developing initiative, and fostering independent learning. The homework policy will also keep parents involved in their child's academic progress, and the CTA's curriculum.

Reading, Spelling, Grammar, and Math homework will be sent home Monday through Thursday. Science and Social Studies homework will be sent home periodically during the year. Long term assignments, such as book reports or oral recitations will be posted on our website with requirements and due dates, since these are completed and/or practiced only at home. Please check your child's agenda nightly for communication on homework assignment information, especially since your child has two teachers this year. **CTA 5th grade students are required to meet or exceed the district homework requirements.** Along with the written homework, your child will be expected to complete 30 minutes of AR reading each night.

Daily homework shall be due at the beginning of each block class period the next school day.

Please allow your child to complete the assignments with minimal help. Per CTA guidelines, parents are expected to check their child's homework for accuracy, completeness, and neatness. Please initial or sign your child's agenda each night indicating that you have checked your child's work.

Teacher Responsibility

1. Write daily homework assignments on the agenda and go over it orally with the class to ensure understanding of assignments.
2. Provide photocopied assignment sheets and review materials that must go home to complete the homework.
3. Initial/stamp agenda after checking and/or collecting homework the following school day.
4. Updating website for long-term assignments. Daily assignments are in teacher's agenda available for students to copy each day, and upon return from an absence, forgotten, and/or missing work.

5. Notify parents (agenda note, email, Infinite Campus comment, and/or phone call) of frequent or continuous issues or concerns with homework completion, neatness, and/or understanding.

Student Responsibility

1. Write the assignment down word-for-word into student agenda.
2. Take home appropriate needed review materials as directed each day.
3. Complete work in a neat and quality manner using Spalding handwriting.
4. Return completed homework and signed agenda to school daily.

Parent Responsibility

1. Provide a quiet place where your child can complete his/her homework each evening without distractions.
2. Help clarify any assignments as needed.
3. Check child's homework for accuracy, completeness, and neatness. As you expect, your child will become more independent, and checking each problem or question on homework will become your child's responsibility as it is reviewed in class the following day.
4. Sign or initial child's agenda, indicating that the homework was completed accurately and with quality.
5. Write a note in the agenda if the student is having difficulty with a particular assignment.

Absent and Late Work

It is required that all assignments be completed. All students shall be provided **one day for each absent day to make up missed assignments**, not including long-term assignments. Work not completed by the assigned time shall be considered late; however, teachers shall use their discretion to determine guidelines in acceptance of late assignments due to extenuating circumstances.

~ Daily Specials ~

Mrs. Hight's Homeroom Students

We are on a six-day specials rotation. Please note the times and specials we have daily using the following specials schedule:

Day 1: P.E. @ 8:50-9:20 a.m.

Day 2: Computers @ 8:40-9:25 a.m.

Day 3: Music @ 8:25-8:55 a.m.

Day 4: P.E. @ 8:20-8:50 a.m.

Day 5: Library @ 8:40-9:25 a.m.

Day 6: Music @ 8:25-8:55 a.m.

Reinforcements for Appropriate Behavior – positive communication is used throughout the day to reinforce good behavior and reduce negative behavior. This number one priority is based on the belief that positive communication builds self-esteem and helps students become more confident, productive individuals.

1. Students will be praised!
2. Students will receive compliments!
3. Students will be encouraged to follow our class expectations:
 - Be respectful
 - Follow directions
 - Be prepared
 - Be “YOUR” best
4. Students exhibiting **exceptional** character and behavior will periodically receive “classroom” money. Each quarter or semester, we will have a class auction when students will be able to purchase fun items from our classroom store.

Consequences for Inappropriate Behavior – Negative classroom behavior is dealt with individually on a case-by-case basis. This will be reflected in students' agendas. **When negative or inappropriate behavior continues, parents will receive a "Behavior Log" incident report** completed by their 5th grader and the teacher. Please return the "Behavior Log" the next day with a parent signature.

Working together as a team (teacher, parent, student) we can correct negative behavior and continue onto the task of learning.

When dealing with negative or inappropriate behavior, the following plan of action will be utilized if a behavior continues within a class period or within consecutive days during the week:

1. **Redirection** ~ A positive and encouraging redirection to appropriate behavior.
2. **Verbal Warning** ~ Direct verbal redirection to appropriate behavior and a mark in the behavior log section of their agenda.
3. **Behavior Log** ~ Redirection to appropriate behavior and **assigned a "Behavior Log"** to be completed, sent home, and returned.
4. **Office Referral** ~ If individual negative behavior continues after redirections, verbal warning, and completed Behavior Log, then the CTA-Liberty Elementary Discipline policy will be put into effect beginning with an office referral.

Other Important Reminders

Backpacks

Students should bring a backpack to carry important books, notebooks, and classroom supplies back and forth to school each day. Backpacks with wheels are not permitted because our classroom does not have adequate space to store them. Students will store them in their homeroom's teacher's room, take out and carry necessary supplies for the school day, and retrieve their backpacks at the end of the school day.



Water Bottles

Students, please bring a bottle of water **with your name clearly labeled on it** to school **each day**. Water bottles will be stored by the sink or at the student's desk, provided there is sufficient floor space for each student.



Pencil Boxes

Due to limited desk space, students will not be able to store any pencil boxes in their desk. Your child will be **required** have a pencil pouch to put into their binder. Pencil boxes or pouches will not fit inside the student's desk, and will not be accessible from their backpack. Please see the "5th Grade Supply List" for all important needed supplies for a successful 5th grade school year.



Dress Code

The dress code is explained in detail in the CTA School Policy and Procedure Handbook and will be strictly enforced. The dress code is in effect to help promote self-esteem and effective learning. Extra care needs to be taken on PE days to wear appropriate athletic shoes.



Lunch Time ~ Recess/Lunch Period

Eat lunch from 11:30 - 11:50

Recess from 11:50 - 12:10



CTA Birthday Policy

Birthdays are special and fun to celebrate. C.T.A. Liberty has implemented the following Birthday Celebration routine. We are asking all families, "Please **do not send in any birthday treats such as cupcakes or cookies**". If you would like to send in treat bags without food or candy, I would be happy to pass that out to each student to help celebrate their birthday.

The class will help the birthday child celebrate and the teacher will present the birthday child with a special 'birthday gift'.

CTA Liberty feels that this will help keep the focus on learning and will help make birthday celebrations more consistent and fair for all students.

If you have concerns about this school policy, please contact the front office.

Thank you for your support and help from home. I look forward to a very rewarding, successful school year with your child.

Mrs. Hight

Hight.vanessa@cusd80.com