



# Mrs. Bartelt's First Grade Room A9 Routines & Procedures



## Take Home Folders

Our take home folder will be sent home daily and is required to be returned to our class the next day. Inside you will find two pockets labeled “**Keep at Home**” which will be filled with school work and school fliers and “**Return to School**” which you will use to return any signed forms and permission slips. This is also where you can place notes to me or lunch money as I will be checking your child’s folder each morning.

With your help, it is a goal of mine to instill a greater sense of pride and responsibility in your child for the work that they are doing at school. Please help your child develop a routine of showing you what is inside their folder as well as keeping that folder safe and ready for school the next day.

## Homework:

Our “A9 Classroom Weekly Newsletter” highlighting our celebrations of the week and upcoming important information will be emailed out every Friday. First Grade’s Homework Cover Letter with current week’s Trick Words, Foundations Skill Practice and Reading Comprehension Questions for the upcoming week will be handed out on Fridays during reading block. Trick Word practice pages are available on the 1<sup>st</sup> Grade Website for you to print and have your child use to complete their trick word homework. Math homework will be handed out on Tuesdays during math block. When all homework pages are complete, please have your child return them as a stapled packet to class the following Friday in their “Take Home Folder.”

In addition to their homework practice, your child is encouraged to read at least 20 minutes each night and record that reading on their reading log. Reading logs are kept in the back cover of the take home folder. At the end of every month, students who have completed and returned the log will be invited to join the “Book Worm Club” and trade their logs for a special wormy treat! ☺

## School Books:

Each week, your child will be bringing home Leveled Readers Mondays through Wednesdays. These books reinforce the weekly comprehension, phonics and vocabulary skills that are being taught in class. It is very important that you help your child be responsible with reading these books nightly to reinforce the skills at home. On Wednesdays, your child will also bring home their Journeys Anthology Book to read and use for their Journeys Comprehension Questions. Your child will need this book for class the next day so please check that they have returned it to their backpack when done. Your child’s grade level texts will also be available on Think Central if you would like to access the text online.



# Mrs. Bartelt's First Grade Room A9 Routines & Procedures



## Classroom Management

In our classroom, I strive to promote a cooperative, friendly and enthusiastic environment. We are a class of bucket fillers who find ways to fill each other's buckets daily by helping, sharing, and being kind to one another.

### Filling Mrs. Bartelt's Bucket:

We have a "class bucket" where the students can fill my bucket by making respectful and responsible choices as a group. Once my bucket is "full", they will earn a class reward to celebrate being bucket fillers.

### Filling Our Friend's Bucket:

We also have a "student bucket" where students place their earned bucket filler tickets given by their classmates or myself. These tickets are given specifically to recognize bucket filler behavior. Each week, I will draw out a few tickets and those students will have a chance to become Fulton's Bucket Filler of the Week! Their name will also be given to the front office and their picture will be added to the Bucket Filler Wall in the main hallway. ☺

### Bucket Filler Clip Chart:

We have a Bucket Filler clip chart that the students will use to monitor their daily classroom behavior. I use this chart to teach them to take ownership of their own learning behaviors. They will have opportunities to clip up on the chart and that comes with earning incentive ticket rewards as well as opportunities to re-think, monitor, and adjust any off task behaviors if they have to clip down on the chart. I am a facilitator and a guide for each child throughout the day but teach the children that it is up to them to be the best student that they can be! I feel that this is an important step in them being responsible learners. By making positive choices and earning incentive tickets, they will be able to "buy" something from our treat drawer such as candy, pencils, erasers, stickers, or a reward coupon on Fridays!

### Clip Chart Levels and Tickets:

Way to Go	3 tickets earned and a jewel
Super Student	2 tickets earned
Excellent Effort	1 ticket earned
Ready to Learn	*where each students begin the day*
Make Better Choices	1 ticket returned
Teacher Choice	2 tickets returned
Parent Contact	3 tickets returned



# Mrs. Bartelt's First Grade Room A9 Routines & Procedures



## Clip Chart Continued:

\*Earned jewels are glued onto the student's clip. Once the clip is sparkly and full of jewels, their clip will be placed on our Clip Hall of Fame and the student will receive a new clip for the chart.

\*It is not common for the students to end the day on a level below "Ready to Learn" where they would be expected to return tickets. I always give ample opportunities for each student to achieve personal success and make any necessary changes to their classroom behavior so that their school day ends as a positive one.

## Bucket Filler of the Week:

Your child will have the opportunity to be in the spotlight as our **A9's Bucket Filler of the Week!** The Bucket Filler of the Week will get to take home our "Bucket Filler Bag" and return it to class filled with items to share. (Star Student Poster, a special book, special treats, etc.) The bag will include a letter that gives directions of what to fill it with each day.

## Birthdays:

Birthdays are a special time in our class where we get to celebrate each of our friends. Those children whose birthday falls during the summer, we will celebrate them in May. All A9 Stars will be celebrated this year!

On your child's birthday, they will get to take home our special Birthday Bag. Together you can read the birthday book, relax with the birthday buddy, and complete their page in our class birthday book (one sentence with a picture about their birthday wish). All of these items are inside the birthday bag.

Your child may send in a **store bought** birthday treat on his/her special day. Please have the treats in before 9:30am. When you send in your birthday treat, please make sure there are napkins or plates for the treat. Some ideas for birthday treats are cookies, Rice Krispie treats, donuts, brownies, etc. ☺

## Volunteers

I love having volunteers in my classroom! For class parties and other events, I will be using SignUp Genius. You will receive an email with a link that will direct you to sign up for a specific task/item. In addition to SignUp Genius, once I receive the volunteer forms from Meet the Teacher, I will be creating a volunteer schedule.



# Mrs. Bartelt's First Grade Room A9 Routines & Procedures



## Snack Time:

We will have a daily snack time in the afternoon. Our lunch time is early in the day and the students are often hungry mid-afternoon. **If possible, please provide your child with one snack daily.** It is important that while your child is busy learning, they have the opportunity to “refuel” their bodies with a **healthy** snack. Some ideas for snacks are: crackers, cheese, yogurt, Goldfish Crackers, pretzels, veggies, and fruit. Students are encouraged to bring a water bottle to school to keep them hydrated throughout the school day. **If you send a water bottle to school with your child, please label the bottle with their name to avoid any confusion with other bottles in the room.**

## Recess

Students will go outside for a morning and a lunch recess every day. During this time, they may be supervised by another adult other than myself. If there are any issues during recess, I will be notified and will be sure to handle those issues at the appropriate time. As it gets cooler outside, please make sure that your child's belongings are clearly labeled with their first and last name. This includes jackets, hoodies, sweaters, etc.

## Lunch

Our class will be having lunch/recess from 11:00-11:40 this year. You can keep your child's lunch account filled at [www.myschoolbucks.com](http://www.myschoolbucks.com). Families are welcome to have lunch with their child *on Friday starting the third week of school.*

## Any Dismissal Changes

For SAFETY reasons, all children will be sent home by their normal dismissal routine unless you have notified myself or the school as otherwise. If your child is to leave school with a friend or another family member who is not on their emergency medical card, please notify the office. For SECURITY reasons, parents need to sign their child out in the front office if they are being picked up early. Thank you! ☺

I believe in strong communication with my student's families and together, we can provide the BEST school experience for your child! I am SO excited to be your child's first grade teacher and am looking forward to a FANTASTIC year! ☺



# Mrs. Bartelt's First Grade Room A9 Routines & Procedures



## Please Sign and Return!

To ensure that you are familiar with our classroom routines and procedures, please *print* this form, *sign*, and *return* it in your child's take home folder.

Student Name: \_\_\_\_\_

(Please print your child's name)

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please feel free to contact me with ANY questions that you may have! It takes both of us to make this year FANTASTIC for your first grader!

