

Timber Lakes Wolf Pups



FIFTH GRADE SURVIVAL GUIDE 2018-2019

Mrs. Ashley Finn
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Ms. Nikkee Johnson
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We are thrilled to have you in our classes this year! Ms. Johnson will be your child's math and science teacher and Mrs. Finn will be your child's reading, language arts, and social studies teacher. Our goal is to create a positive and successful learning experience for your child! In order to have this, all students are required to do their best and parents need to communicate concerns with us when necessary. Here is a list of contact possibilities:

Mrs. Finn:
E-mail: ashley.finn@ocps.net
Phone: 407-249-6177 ext.
4234153

Ms. Johnson:
E-mail: nikkee.johnson@ocps.net
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HOMEWORK: Homework is given Monday through Friday night. Homework usually consists of math, language arts, social studies and/or science. In addition, your child will be required to read for at least 20 minutes each night. Occasionally, projects or special homework assignments may be given that will require work over the weekend. Homework is given for reinforcement or practice of skills already presented. We ask that after your child has completed his/her homework, you check for completeness, neatness, and accuracy. Your child is given credit for completing homework, and that credit goes into consideration when grades are being averaged. All homework given is due the next day unless we state otherwise. If your child leaves their homework in the classroom after dismissal, he/she is **not allowed** back to class. All homework must have a proper heading or it will not be counted. ***There is a five point deduction for each day homework is not returned. Late work of any kind will not be accepted after three days.***

SCHOOL ATTENDANCE: Please make sure your child is at school, prepared for the day by 8:30 a.m. A child is considered tardy if he/she arrives after 8:45 a.m. Students have morning assignments and expectations beginning at 8:35 a.m. and need to be present. If your child must be absent, you can contact us both by email. However, you must still present the school with a **written excuse** within **three days** of the day your child returns to school. ***Your child will be required to complete all missed assignments in a reasonable amount of time.***

PERFECT ATTENDANCE: Perfect Attendance is earned by a student being **neither tardy or absent** for the entire school year. A student will be eliminated from eligibility for perfect attendance should they check out of school prior to 3:00pm. Perfect Attendance per nine

weeks must also have no tardies. Parents are urged to reserve medical appointments for after-school hours whenever possible.

Students will not have their absence counted against Perfect Attendance for the following reasons only:

- *Take Your Child to Work Day
- *After Returning from a Field Trip (siblings will not be excused)
- *Field Day

AGENDAS: An official school agenda (planner) will be given to your child during the first week of school. This agenda should go home every afternoon and come back to school every morning. When checking your child's homework, use the agenda as a reference for completeness. We check the agendas periodically for student completion but ultimately your child is responsible for listing the assignments for the evening in his/her agenda each day.

A child may bring home any textbook on any given night. **Students will be required to bring home their interactive notebooks each night and bring them back to school every day.** Textbooks cannot go on vacations or trips as they may get lost. Children may review any lesson for homework even if there is no specific assignment required for the next day. This helps them remember skills or a lesson taught during the day, and helps them review for upcoming tests.

Your child will have five points deducted from work for neatness, lack of complete heading, tardiness, or failure to follow directions. The proper heading for all papers is as follows:

First and Last Name and Student #
Complete Date

BREAKING RULES (OFF-TASK BEHAVIOR)

Off-task behaviors are behaviors that break the rules. These behaviors will result in the following consequences and will be noted in the student's weekly behavior log.

- | | |
|------------------------|--|
| <i>First offense:</i> | Verbal warning and/or ticket loss |
| <i>Second offense:</i> | Verbal warning- Note made on the Weekly Folder |

Other options:

Removal from the area for 5 minutes
Classroom Discipline Form
Immediate call or note home
Conference requested with parent or guardian
Referral written for the office

***For severe discipline issues that put others in physical danger or disrupt the learning of the class, students may be immediately referred to the office without completing these levels. Appropriate behavior is expected.

Weekly Behavior Log

Each behavior log will be turned in with a parent signature each Friday morning. If a student gets 3 or fewer marks for behavior and homework, and no missing work, they will participate in Fun Friday. If the student loses the weekly behavior log, does not have it signed, receives more than 3 marks, or has work that has yet to be turned in, they will not participate in Fun Friday for the week.

- All behaviors will be noted on the Weekly behavior log
- Students who earn 7 - 10 marks in one category in one nine-week quarter will receive an N on their report card.
- Students who earn more than 10 marks in one category will get a "U" on the report card in that area.
- Misbehavior can result in being disqualified from the honor roll, special ceremonies, etc.

Grading Scale: The state approved grading scale is as follows:

90-100 A 80-89 B 70-79 C 60-69 D 59 and below F

Grade will be weighted as follows:

Tests- 40% of the subject's grade
Quizzes- 30% of the subject's grade
Classwork- 20% of the subject's grade
Homework- 10% of the subject's grade

Students will keep a "take home" folder for any school communications and graded work. Please check this folder daily for work that may have been passed out. Assignments that

earn a score below 70% must be signed and returned by Friday of that week or students will earn a mark on their behavior log.

BIRTHDAY CELEBRATIONS: You may send in **store bought** cupcakes (no goody bags, balloons, or drinks) for your child's birthday. However, the district does not allow birthday parties in the classroom. The cupcakes will be eaten in the cafeteria during lunch.

VISITOR SIGN-IN: For your child's safety and the safety of all students, you are required to sign in any time you visit the school and get a visitor's pass. If you do not have a visitor's pass on, you will be asked to go to the office and sign in before you enter the classroom. If you need to pick up your child early for an appointment, you must sign your child out at the office. The office will then call the classroom and your child will be sent to the reception area. We **strongly discourage** students leaving early.

CONFERENCES: Conferences can be requested at any time by either teacher or parent. Conferences must be scheduled. We are available to meet from 8:00-8:30 a.m. **on most days**. If you would like to schedule a conference you may contact us through e-mail or send a note in the agenda. We will respond as soon as possible. Please understand we are working as a team, so both teachers may be at the conference.

SUPPLIES: A general supply list is given out at the beginning of the year. If we need anything else throughout the year, you will be notified. **ADDITIONS:** If at any time you would like to volunteer your time at school or chaperone a field trip, you **MUST** fill out an Additions form online. A new one must be filled out every year. You will not be allowed to volunteer or chaperone until you have been approved. It can take up to three weeks or more to be approved so make sure you fill one out at the beginning of the year. The Additions form needs to be filled out only once, but you must fill out a new chaperone form for every field trip you attend. You will be able to locate the online Additions application at:

https://www.ocps.net/departments/community_resources_/additionsschool_volunteers/

Eating Lunch With Your Child:

Due to increased enrollment numbers, Monday, Wednesday, and Friday will be the only days during the week that you can join your child for lunch in the Wolf Pup Den. OCPS policy states that you **MUST** be an approved Additions volunteer to be on campus – this

includes eating lunch in the cafeteria, attending honor roll ceremonies, field trips, and volunteering in the classroom.

In order for students to get acclimated to their new grade level and schedule, parents are not allowed to attend lunch with their child in the beginning of the year. Mr. Scott will announce when parents can begin attending lunch with their child. Parents will also not be able to eat lunch with their child during state testing.

AFTERNOON CAR DISMISSAL: Due to our increasing enrollment, it is recommended that you carpool with friends or neighbors if possible. Also, please refrain from being on your cell phone while in the car line.

RAINY DAYS & 30/30 DISMISSAL: Please be mindful of the weather. It would be extremely helpful on rainy days and 30/30 dismissals that students who are walker/bikers have an alternate way of getting home. Please try to have a back-up plan with your child or send your child to school with a poncho or umbrella.

Thank you for all of your support and cooperation throughout the school year. We look forward to working with you and your child!

Mrs. Finn & Ms. Johnson ☺

Please cut the bottom and return to Mrs. Finn.

I have read and reviewed Mrs. Finn and Ms. Johnson's Survival Guide with my child.

Please sign and return this page no later than **Friday, August 17, 2018.**

X _____
Parent Signature Date

X _____
Student Signature Date