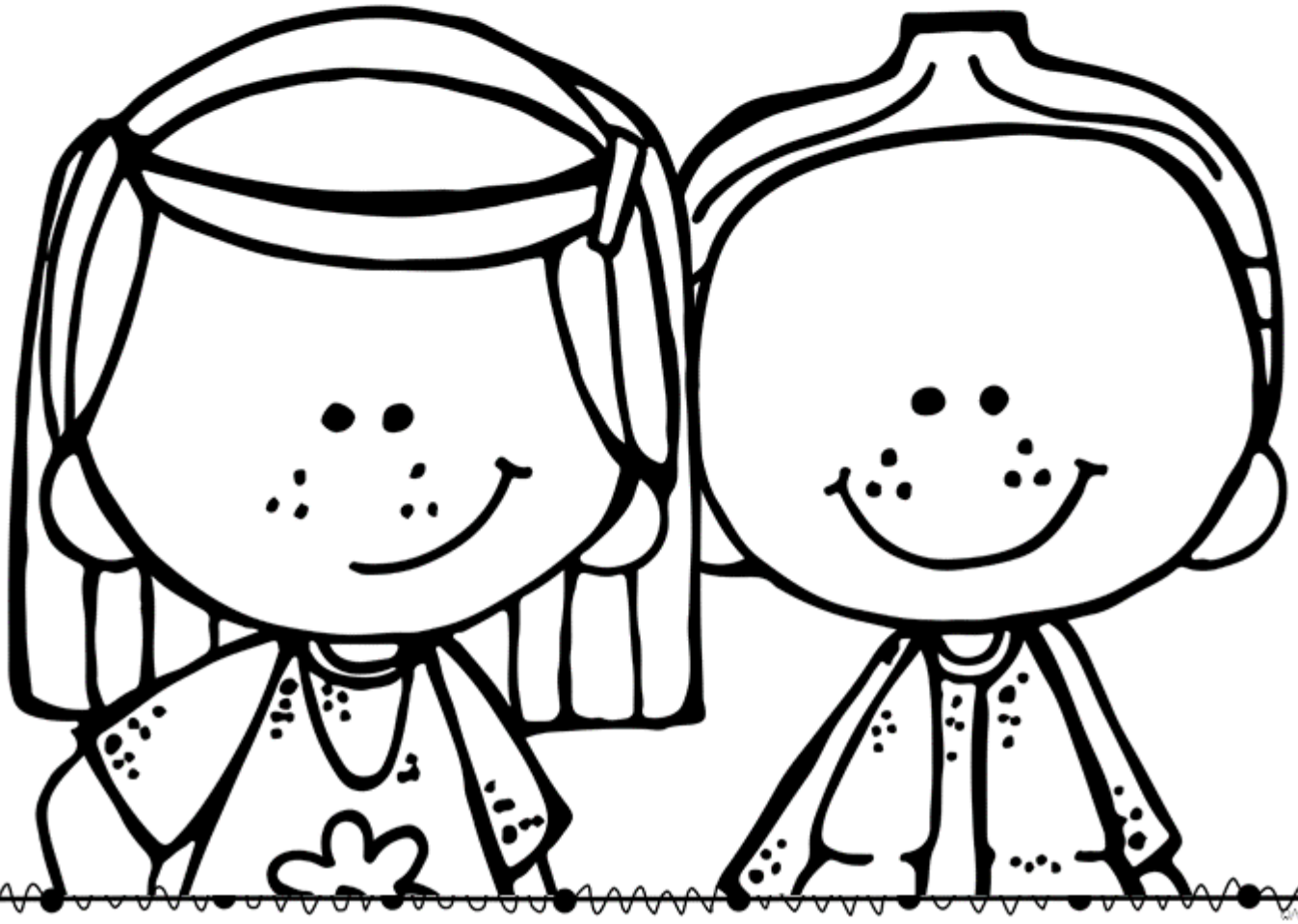
Third Grade Handbook

Important Information for Parents and Students

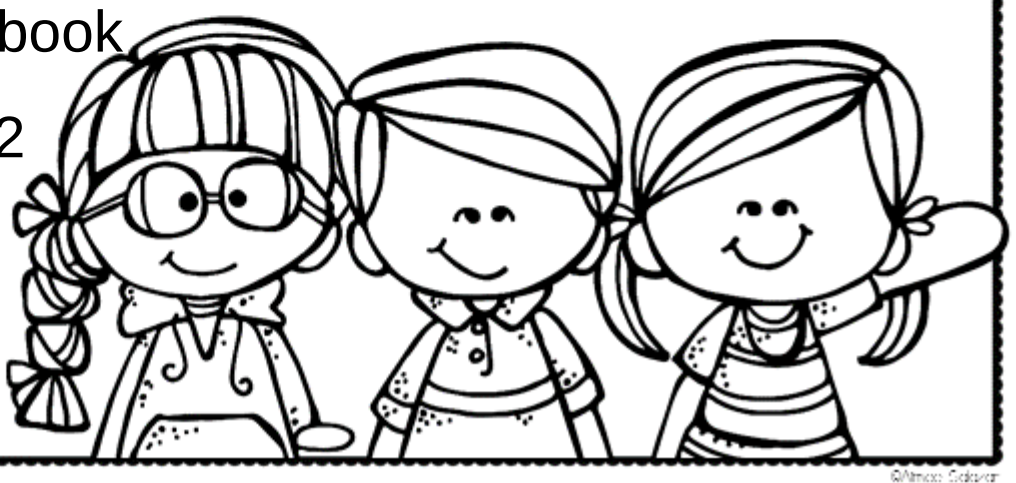
Mrs. Cotherman

2017-2018



SUPPLY WISH LIST

- pencils
- Big glue sticks-2
- crayons
- colored pencils
- Pencil box
- dry erase markers
- highlighters
- zip top bags
- Ream of copy paper
- 1 subject notebook
- scissors
- 5 subject notebook
- Pocket folder-2
- tissues
- cleaning wipes
- 2 inch binder



Meet the Teacher

Dear Students and Families,

I am so happy to be your teacher this year! It's going to be a fun year filled with learning and new experiences. I am really looking forward to getting to know you this year, and I just know we will have a blast learning and working together!

Before I get to know you, I would love for you to know a little bit about me. I grew up on a ranch in Texas. I went to college at Northern Arizona University –GO Jacks!

I am married with four children who all attend district schools. My favorite color is pink and green. My favorite food is chocolate. ☺ My favorite place is cheering my family on in different sporting events: racing, volleyball, dance, football, soccer and baseball. My favorite hobby is to read.

I am looking forward to getting to know you. I hope you're ready to learn, and have some fun!

Sincerely,

Mrs. Cotherman

A QUICK NOTE

Dear Families,

Welcome to a new school year! This is sure to be a terrific year. I am excited to be a part of your child's education, and I look forward to the opportunity to work with you and your child. As a team, we can ensure that your child is on the path to success!

As the year begins, your child will spend time reviewing and building upon previously learned concepts. This allows your child to start the year out on a successful and positive note. Beyond academics, your child will be taught valuable life skills such as following directions, time management, and responsibility. The knowledge and skills your child gains this year will help lead your child to future academic success.

Communication between home and school is important. The best way to contact me is **bcotherman@fusdaz.org** . If you have any questions or concerns, please let me know.

I am looking forward to an outstanding year filled with fun and learning!

Sincerely,

Mrs. Cotherman

Important Information

School start time: _____ Dismissal: _____

<u>Our Daily Specials</u>

- Monday _____
- Tuesday _____
- Wednesday _____
- Thursday _____
- Friday _____

School Phone Number (480)-888-7555

Email: barbara.cotherman@fusdaz.org

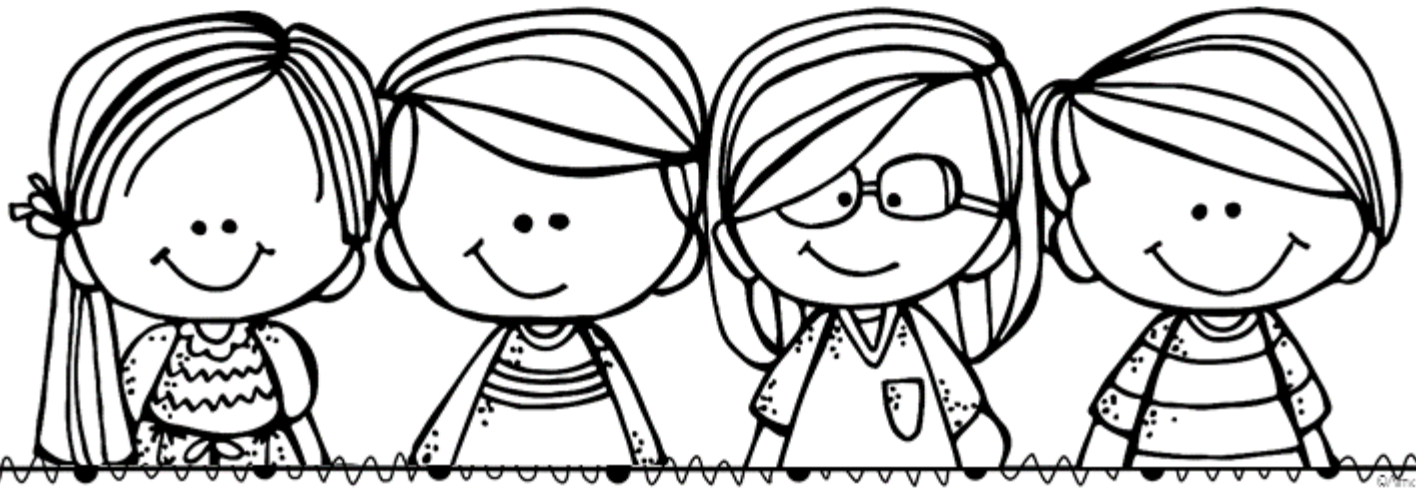
Overview

Policies and Procedures

In this handbook you will find important information that you may need to reference throughout the school year. The following topics are covered.

- Homework
- Absences
- Class Rules
- Behavior Plan
- Birthdays

The information contained within should provide you with useful information, but I realize that after reading this information you may be left with a question or two. If you find that you do have a question about the contents of this handbook, please do not hesitate to contact me.



Homework

Policies and Procedures

- Homework is an important tool that reinforces skills taught in the classroom. The purpose of homework is to extend concepts, teach responsibility, and help students to develop good study habits.

- Please check your child's planner/folder each day for the current day's assignments. Homework should generally take your child 45 minutes at this age, a time allotment supported by current research.

- Please correct all homework with your child and make sure they make corrections prior to returning it to school. I do not correct homework and it will not be returned.

- If a student does not complete his/her homework assignments, his/her homework grade could be affected. If a student has 5 incomplete or missing assignments in a grading period, the student's grade will drop a letter grade on their report card. More than 10 incomplete or missing homework assignments in a given grading period
- will result in a grade of an F in this category. Homework cannot be made up, unless a student was absent.

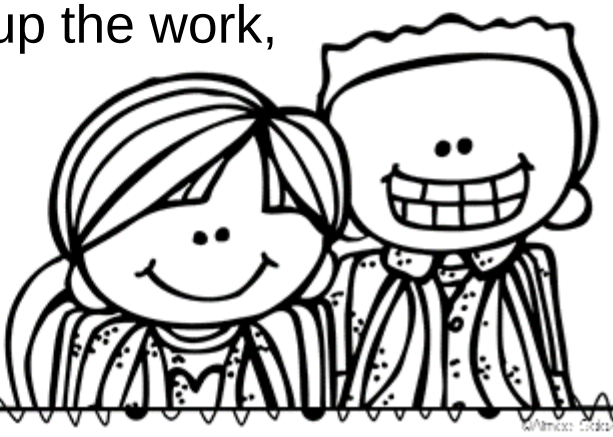
Absences

Policies and Procedures

Regular attendance is a big factor in student success. When students attend school regularly, they do not miss out on valuable instruction and/or practice of new skills. However, life happens and sometimes absences are unavoidable.

If your child is absent from school, please be sure to send in a note upon his/her return so that the absence(s) can be excused. Prearranged absences must be coordinated with the school office.

When a student is absent, his/her make up work will be set aside for him/her to complete at home. Students will have the same number of days to make up their work as the number of days they were absent. So, if a student is absent for one day, he/she will have one day to make up the work. If a student is absent for two days, he/she will have two days to make up the work, and so on.



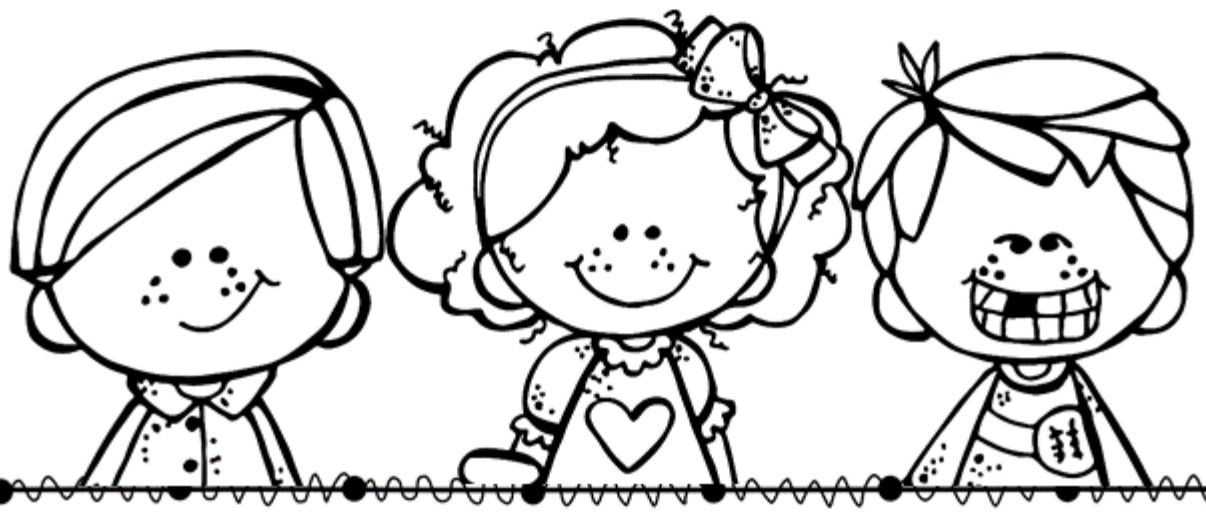
Class Rules

Policies and Procedures

Following the rules is important. By implementing a set of classroom rules, students are better prepared for the real world where they will be expected to follow established rules and laws.

My expectations are that my students work hard, be polite and kind, work neatly, and follow the rules. Our classroom rules are:

1. Follow directions quickly
2. Raise your hand for permission to speak.
3. Raise your hand for permission to leave your seat
4. Make smart choices
5. Keep your dear teacher happy and always be respectful.



Behavior Plan

Policies and Procedures

I believe in providing a positive atmosphere in the classroom. Some of the positive reinforcements that I use to recognize good decision making are:

- Classroom coupons
- Treasure Box
- Positive Parent Contact
- Blue/Gold Tickets and Table Points

Consequences are a result of poor decision making. The following sequence will be used to address a student's poor decision making:

- Verbal Warning
- Written Reflection
- Parent Contact-white slip, phone call or Uh-Oh
- Referral to principal

Please encourage your child to make smart choices each day. Remind him/her of the importance of following the rules. Reinforcement at home plays a crucial role in helping your child develop good habits in this area.

Birthdays

Policies and Procedures

Birthdays are special days. As such, I will recognize each student's birthday as it occurs throughout the year (even those whose special day occurs during the summer months). Students will be given a small gift.

Students are allowed to bring treats to school for their birthday. If you would like to send in something to recognize your child's birthday, you may send in store bought items only and they will be passed out in the last 20 minutes of the school day..

Birthday invitations may ONLY be distributed at school if ALL of the students in class are being invited. If you are only inviting a select group of children, please find an alternative method of delivering said invitations.

Thank you in advance for respecting and following the established birthday policy.

Reading Log

Monday

Title: _____

Author: _____

Minutes Read: _____

Tuesday

Title: _____

Author: _____

Minutes Read: _____

Wednesday

Title: _____

Author: _____

Minutes Read: _____

Thursday

Title: _____

Author: _____

Minutes Read: _____