

RULES and PROCEDURES

General Classroom Rules

- #1 Follow directions quickly and quietly.
- #2 Listen when your teacher is talking.
- #3 Respect others. Respect yourself. Respect your school.
- #4 Make smart choices.
- #5 Keep your dear teacher happy.

Class, Yes?

When "Class" is called, answer back with "Yes?". This is a queue that attention is needed for a direction, announcement, or it is getting too noisy in the classroom.

Homework Policy

Homework will be posted on our class weebly every night: <http://sbvmhicks.weebly.com>

Students are given 15 minutes to organize assignment book and pack up at the end of the day. Homework board is color coordinated and visible. Math and reading will always be given.

I like to follow the rule of 10 minutes of homework per grade. If your child is working over 30 minutes on homework, that is TOO much! Simply write me a note or send me an email that they worked hard in those 30 minutes. However, if I do not hear from you, I will assume homework was not completed and a consequence will follow (see discipline policy).

Homework passes are rewarded from time to time and students should try to use when an event is planned.

Discipline Policy

I believe school should be a place of learning and fun. If a student is repeatedly not following the rules, a consequence will follow. Generally, recess will be lost. An email or phone call home will occur if recess is lost three times in a row or if the situation is grave enough.

Absentee Policy

Please send a direct email if you would like schoolwork missed to be picked up at the end of the day. Also, if absence is known ahead of time, I will be able to gather materials for the work that will be missed.

Morning Procedures

Come into the classroom and unpack quietly. Turn in **reading log** and **math drills**. Have your **assignment book** opened to parent signature. Start on morning work (always posted on the board). Listen for **lunch count**, turn in any **notes** for Mrs. Hicks or the office, and raise your hand if you have any **questions**.

End of Day Procedures

15 minutes before announcements, all students will take out assignment books. As a class, we will write down homework. Once assignment book is checked to ensure all assignments are written down, students are given permission to silently pack up. Once packed up, students are allowed to quietly talk. Snacks are allowed once "car riders" is called. Students may feel free to roam about the room once the next set of buses after car riders is called.

Words Their Way Spelling

Words Their Way- teaches importance of word study through phonics, vocabulary, and the study of word patterns and their meaning. Students will be grouped based on patterns they need to focus on. This differentiated instruction allows each student to work at their appropriate level.

Words will be giving on a **two week rotation**. All work will be completed in class, however, students are encouraged to study words at home. Unfinished work will be completed for homework. Tests will be given every other Friday. Watch the weebly for spelling dates, as well as words for each group.

Friday Folders

Grades and general notes from teacher will be placed in folder every Friday. Parents are to sign off on folder next to date provided; indicating grades and paperwork has been reviewed with student.

Folders are turned in **every Friday morning after math drills**. If folder is not turned in during that time, grades will not be given until the next week. However, student may approach teacher at the end of the day and ask for folder. This is to teach responsibility. Folders are to be returned on Mondays with parent signatures.

Vocation Prayer Chalice Program

Every Thursday one student will be chosen to bring home our vocations chalice and will be asked to pray for priests and religious with their family for that week.

Remind

Periodically I will send announcements by using Remind. This is also another way to get ahold of me. Text @246g23 to the number 81010. If anyone has trouble with 81010, they can try texting @246g23 to (717) 553-1948. You may also download the Remind app.