

2nd Grade Classroom Procedures & Information

- **QUESTIONS/CONCERNS/NEEDS OF ANY NATURE:** If you need to reach me, the **BEST** way is through email (lpearson@mssd14.org) or a written note. If you have an emergency, and need to get in touch with me, or your child, please call the front office at 685-2195. They will get the message to me immediately. **This is especially important on days when your child will be picked up early, won't ride the bus, or will be going home with another classmate.** There are days where I don't see email for a bulk of the day!
- **RULES:** Mr. Vogel and Manitou Springs Elementary School have developed rules for safety that will be followed, first and foremost, in my classroom. In our classroom, specifically, we will follow rules that will develop responsible and respectful members of our classroom.
- **DISCIPLINE:** Our classroom will be run in a family-style fashion. Open, honest communication, mutual respect, positive reinforcement, and occasional rewards will be the foundation of the discipline system. Character (honesty, integrity, caring, responsibility, etc.) will be a focus as well throughout the year. Unfortunately, the need for consequences for inappropriate behavior choices will most likely arise. In most cases, a simple discussion or privilege loss will resolve inappropriate behavior. Habitual behavior issues will result in a call/email home and possibly a talk with Mr. Vogel or Mrs. Masone. Please help us keep the lines of communication open by voicing any concerns or issues that may affect your child's behavior.
- **CLASS MEETINGS:** In order to create a respectful, caring learning environment, it is important that students have the opportunity to meet together with me to discuss learning, rules, and concerns. We will hold "class meetings" daily to talk about any issues that may arise as well as to plan our learning and special events.
- **RESTROOM POLICY:** At various points throughout the day, I take time to offer students a restroom break. In addition, students will be permitted to use the restroom as necessary. Students will not be permitted to use the restroom during direct instructional time, unless there is an emergency.
- **SUPPLIES:** On the first day of school, I collect and contain supplies, such as Kleenex, paper, glue, and pencils to be stored for communal, classroom use. It is imperative that students do not bring items other than those listed on the supply list or requested by a 2nd grade teacher, as storage space is extremely limited. Many supplies will be communal, however, each student is responsible for his/her personal

supplies. Occasionally, if supplies run low during the year, I will send out a notice of need. However, it is up to you and your child to communicate his or her personal supply needs.

- **CLASSROOM/SEATWORK:** Generally, students are responsible for turning in all daily seatwork by the end of each week, *at the latest*. If a student is absent or has gotten behind on classroom work, I may send it home as homework. In case of an absence, the work is due within the same number of days of absence. For example, if your child was absent for three days, he/she has three school days to make up all missing assignments. I am very flexible with planned absences.
- **WEEKLY HOMEWORK:** It is my philosophy that traditional homework should be minimal, at most, for 2nd graders. I will send home an *optional* monthly/20 minutes or more reading log that your kids can use to earn a Subway gift certificate and a prize from the Treasure Box. In addition to the Subway Log/R.E.D. Folder, your child will be bringing home "Take Home Letters" from our new Core Knowledge Curriculum. These letters explain what we are learning and additional resources to extend the information with your child at home.
- **MAIL:** Each student is assigned a mailbox on the first day of school. All practice or graded papers, school information and correspondence will be placed in the mailboxes. Students are expected to "check their mail" and take home the contents of their mailboxes each day. However, as a school, we tend to send home the bulk of mail on Thursdays, so be sure to check your child's backpack daily.
- **BLOG:** I email a weekly blog in order to communicate with families about what we are learning and to communicate special events or information. Please bookmark this blog, as it will be our "umbilical cord" ☺ throughout the year. If you do not have access to internet, please let me know and I will make a paper copy to send home with your child. The address is lpearson.edublogs.org
- **SPECIALS:** 2nd graders attend specials, Spanish/Music 2x weekly, and Art/PE 1x weekly. Please make sure your child wears sneakers on P.E. days. Your child will attend Library/Media/Computers on Tuesdays from 10:30 to 11:20 p.m. Finally, Mrs. Hay will come into our classroom on Tuesday's to teach affective education from 1:00 to 1:30.
- **FIELD TRIPS:** Our homeroom classes join together for several field trips throughout the year. More information on these trips will be forthcoming. Informal, walking field trips will be taken during the year as well.
- **VOLUNTEERS & HOLIDAY PARTIES:** I would also love to have one or more "party planners" along with several "party helpers". I will have sign up sheets available at Open House. If your family does not wish

to participate in holiday parties or activities, please let me know so that alternate arrangements can be made.

- **SNACKS/WATER:** We have snack time each day around 10:00 a.m. Please consider sending your student a small, healthy snack, taking into consideration our time to snack is early in the day. Yogurt, granola bars, fruits, or veggies would be great! Also, please send your child with a personal water bottle. I prefer pop-top style bottles to avoid spills. In addition, only water will be allowed in the classroom – no sports drinks, fruit juices, etc., please. (exceptions possible)
- **BIRTHDAYS:** Children's birthdays are exciting and memorable. If you would like our class to help your child celebrate, the best time is 9:45. Please provide all necessary items for the celebration and let me know a few days in advance so that I can adjust my plans. If your family does not celebrate birthdays, please let us know how you would like us to honor this special day.
- **STAR OF THE WEEK:** Each week I will randomly be picking a student to be the "Star of the Week". Students will be asked to share something each day with the class. The student will share with the class, and be the 'problem solver for the week. When it is your child's turn, a "Star of the Week" instructional sheet and poster will be sent home.

This is a lot of information to digest! *No worries* because if you read my Blog that I send you via email, you will always know what is happening in our classroom!

Here's to an amazing Second Grade Year!!

Mrs. Pearson