



Mrs. Frank's ABC's of Kindergarten

Please read the following information carefully; it points out the most important things about Kindergarten.

A

Absences: If it is necessary for your child to be absent for any reason, please contact the school. If you know in advance that your child will not be in attendance, please send a note explaining the reason for the absence. A written note should also be sent the day your child returns to school.

Arrival: Pupils should arrive between 7:50 and 8:15 am. Breakfast will be served beginning at 7:50. Students should not arrive prior to 7:50 am since supervision is not available by the school staff. **School begins promptly at 8:20 am** and dismissal is at 2:35 pm. Children should come directly to the gym and put their backpacks in our class line before going outside. If eating breakfast, the student should go directly to the cafeteria after putting his backpack in our class line. Attendance will be taken at 8:20. If the children come in later than 8:20, they should stop by the office for a tardy pass before coming to their room. We begin our day promptly at 8:20. If your child is late, she is missing important phonemic (reading) activities, and missing the morning routines, is troubling to kindergarten kiddos who do well with routines.

Attendance: A successful school experience involves the cooperation of the child, teacher, and parent. Your child's progress, both academically and socially, is influenced by daily participation. Consistent attendance enhances learning. We cover several activities in a short period of time, so regular attendance without tardiness is a key. It is very important that your child attend class unless they are ill or an emergency arises.

Attitude: Thinking they CAN do something is very important to kindergarten children. We want to encourage an "I can" attitude in them. Please celebrate each step they take - even the smallest step. Their attitudes are influenced by our attitudes, so it is our desire for them to have a positive attitude about school when they enter the door each day and when they leave.

B

Backpacks: Please make sure your child carries a backpack daily to carry his Take-Home Folder (including the Behavior Calendar) to and from school. Check your child's backpack daily.

Behavior Expectations: It is our desire that each child daily displays the characteristics contained in our character education program. If the children try to be their best, learn all that they can, and treat others as they want others to treat them, then they will have success.

Behavior Calendar: A behavior calendar will be sent home each day and it needs to be returned the following day. Each month features a character (apple, ghost, Christmas tree, etc.) that the children will color according to their behavior that day. This will indicate how their day has gone. PLEASE INITIAL BELOW THE SHAPE EACH DAY. Your signature assures me that you have seen the calendar.

Behavior Report: Any day that children have difficulties with staying on task, using safe hands/feet, and being respectful, they will bring home a behavior report explaining what has happened. Please go over this report with your child, and if you have any questions or concerns, please let me know what they are. Please sign the report and return it in the Take-Home folder the next school day. Having your child explain his/her misbehavior teaches responsibility for actions taken. At the end of the day, your child and I will review behavior prior to sending a note home. *Your child knows why the note is being sent home, and your child should be able to explain what happened.* You can stay informed about your child's day by following Class Dojo (a note was sent home about Class Dojo on Meet the Teacher Night).

Birthdays: Birthdays are special occasions for young children. If your child wishes, he/she may bring treats for the class. Please send a note a day or two in advance. **(Individually and Prepackaged snacks only). Recommended treats include: Oreos and fruit snacks. Please DO NOT SEND drinks of any sort.** Cupcakes look lovely, but in my experience Kindergarten kiddos rarely eat the cupcake. They simply lick the icing off. Cupcakes that are small are a much better choice if you feel the need to purchase cupcakes.

C

Centers: The best way for kindergarten children to learn is through active play/work. The children will be learning through math, writing, alphabet, building, science, blocks, puzzles, games, art, listening, and reading centers. The planned activities in the centers help develop skills. The children will also have free choice of some center activities where they make choices as to what they do and which area they choose.

Character Education: Having students who are caring and responsible is very important at Bethalto East. Each month our school focuses on a character trait, and students will do activities related to these words. My goal as a teacher is to help (side by side with you) teach the children to display good character traits.

Clothes: **Please label all coats, jackets and sweaters.** Many clothes are identical, and various items end up in the lost and found container. If your child's name is on all articles they are more likely to be returned. Many kindergarten activities are messy activities so "dressed-up" clothing is discouraged. We paint, glue, and play actively so comfortable clothing and **TENNIS shoes** are appropriate. **Please do not send students to school in flip flops, sandals, cowboy boots, or dressy shoes.** We run and climb at recess, and we like our students to be safe at all

times. **An extra bag of clothes is necessary in Kindergarten.** Please put extra underwear, socks, pants, and a shirt in a bag inside your child's locker. This should stay in the locker until/if it is needed. Be aware of seasons. Shorts will not work in the winter. If an extra bag of clothes is in your child's locker, then if necessary, your child can change at school without a phone call asking for someone to bring a set of clothes to school.

Conferences: Parent/Teacher conferences are held in October and February. At the conferences, we will be discussing your child's accomplishments, strengths and overall progress. Please feel free to schedule additional conferences any time throughout the year if you feel a need.

D

Discipline Policy: My philosophy of discipline is based on the belief that children need affectionate care as well as firm, consistent guidelines. To establish a positive, caring class environment I hope to help children learn self-control by respecting themselves as well as their classmates. We review rules every day as part of our routine. A "warning" is a point debit in Class Dojo, and your child may have a few more debits/yellow behavior calendar days at the beginning of the year. Please review your child's day and reinforce what we are teaching here at school. Your help with this is so important, and I appreciate it so much!

DOJO: Please join our Class Dojo FREE app for mobile device or computer. A sign up/invitation sheet was included in the orange Meet the Teacher Night folder. Class Dojo is how I can send pictures of your child to you and notify you of praises/positive behaviors and debits/ things to work on at school.

Dismissal: Kindergarten children who are not riding a bus will be picked up in the back of the school in the car pick-up line. Please read all information regarding dismissal that the office has prepared. A picture with driving routes marked can be found on the Bethalto East website. **Please use the provided name sign and place it in your car window EVERY DAY, ALL YEAR LONG.** Many adults help put students in cars, and we rely on these signs. Sometimes we have substitute teachers and assistants in our car line, and **your sign in the window is VERY important.**

It is for your child's safety that adults should remain in vehicles. I have instructed your child that he/she CAN NOT leave the line until I have made visual contact with your STOPPED car. I want your child to be safe. Any adult picking up your child must be listed as an emergency contact in the office or a note with the adult's name must be sent to school instructing us that it is okay for that person to pick up your child on that particular day. Any change in the normal routine for dismissal requires a note to me in your child's Take-Home Folder or a phone call to the office before lunch.

D'Nealian Handwriting: The children will be taught by the D'Nealian method with "monkey tails" on most letters. Although lines are used when teaching how to form each letter, it is more

appropriate for your child to notice uphill, one-space, or downhill placement than touching the model lines. Please encourage your child to print as taught "the school way."

E

Emergency Closing: If school is closed for any emergency, a School Reach call will be sent out to the phone number you provided at registration. St. Louis TV stations will also make announcements about school closings. If an emergency occurs during the day, a School Reach call will be sent out to announce dismissal procedures and bus schedules. You may also check the district's website. **IT IS VERY IMPORTANT THAT WE HAVE YOUR CORRECT PHONE NUMBER ON FILE FOR SCHOOL REACH CALLS. If your phone number changes, please let the office and teacher know as soon as possible.**

Envelope: When sending ALL money to school, cash or check, please put it in a **sealed envelope** with your **child's name, teacher's name, and the purpose for the money** on the outside of the envelope. This insures that the money is used for the intended purpose.

Extra Clothes: It is suggested that each child have a set of clothes at school in case of a bathroom accident or a messy spill. If the extra clothes are at school, we will not have to bother you at work or at home for this "non-emergency." Please send in a change of clothes in a ziploc bag that we can leave in their locker if needed. With each season please remember to change for the appropriate weather.

F

Footwear: Please have your child wear shoes that are appropriate for running and active movement both on the playground and in PE class. Cowboy boots, dress shoes or flip flops, for example, are NOT good choices for school activities because they are slippery and hard to run in on the playground and in the gym.

G

Got a Question: Since so many of you are new to Bethalto East and kindergarten, I'm sure that you may still have unanswered questions or questions may occur throughout the year. Please feel free to call me at (377-7250) between 8:00 - 8:15 AM or between 2:35 - 3:40 PM. You may also e-mail me at jfrank@bethalto.org. Any question or concern is important!

Guided Reading: Guided reading provides an opportunity for a small group of children to meet with the teacher. I will monitor and evaluate each child's progress on various literacy activities that may include working on alphabet recognition, individual children reading simple stories, and teach the children a variety of reading strategies for those who are ready for this step.

H

Hands-On Learning: I feel that the best way to help children learn is to make learning fun. Important concepts can be learned by doing meaningful hands-on activities. There are times

when seatwork is required and necessary, but for the most part, our classroom will be an active learning environment.

Holidays/No School Days: (See district calendar & newsletters)

Homework: Homework this year will mainly consist of the following: counting aloud (1, 2, 3) and you listening and helping your child count when he is "stuck", recognizing the letters of the alphabet OUT OF ORDER and saying the sounds of the letters out of order, practicing sight (popcorn words) words as they are sent home each week, and recognizing the numbers OUT OF ORDER. I will provide flashcards for these as well as "games" you can play to make this practice fun. Your help is very much appreciated and necessary. I seldom give written homework. When I do assign a worksheet, please help your child to be prepared for the day by having him complete the homework and bring the homework back to school the next day. Parent help is encouraged, but this is his homework and responsibility for having it each morning.

I

Illness: The question of when to keep your child home from school is often a difficult one, especially when decisions must be made first thing in the morning. It is important, however, to keep your child home if he/she is ill. Keeping him at home helps to make him more comfortable and prevents his classmates from becoming ill, also. Children function more effectively in the classroom when they are healthy. The following guidelines regarding health should be followed: 24 hours fever free WITHOUT the help of any Tylenol, or other medication; 24 hours without a loose stool (diarrhea), and 24 hours vomit free. ***If your child is sent home from school with a fever or illness, then he would not be at school the next day because it has not been 24 hours.*** Thank you for your help in keeping your child healthy as well as the rest of us in the classroom and school.

Independent Reading: Because children learn to read by reading they need plenty of opportunities to read by themselves. "Kindergarten reading" includes talking about the pictures, summarizing what they have heard an adult read, and approximating what sentences say. Sufficient time and appropriate materials are necessary to develop and strengthen the children's reading abilities and desire to read. By giving the children time to read both at school and home we can work together to provide a life-long love of reading. You will find small books to have your child read inside the "book pouch" of his Take Home Folder. Please RETURN THESE BOOKS in the pouch the next day as we use them at school.

J

Journal Writing/Kid Writing: The children will have numerous opportunities to write "their way". There are many stages of "kid writing" as well as developmental levels of the children in our room. During writing time, the children will combine their emerging writing skills with their drawing skills. As we work this year with a variety of phonics and reading experiences, many of

the children's writing will move from phonics - based or "kid writing" spellings towards more conventional writing.

K

Kindness: All children in my room are encouraged and expected to treat everyone at our school with kindness and respect. Hitting, fighting, name-calling, and making fun of others will not be permitted without a consequence.

L

Literacy Centers: During Literacy centers children practice reading and writing skills while the teacher works with small guided reading groups. These center activities are designed to strengthen letter/sound knowledge, listening skills, oral language expression, rhyme, letter formation, etc.

Lunch: Children may bring lunch from home or purchase a school lunch. A monthly lunch menu will be sent home with each day's meal choices listed for you to discuss with your child. Each child will have a plastic card with their name and ID number that will be linked to their lunch accounts. You will receive notification when the account becomes low.

M

Math: We will use *My Math* for our math curriculum. It is a hands-on series that provides experiences with the use of manipulatives such as unifix cubes, counters, graphing and sorting materials. Mathematical concepts taught include numeral recognition, printing numerals in sequence, counting aloud 1-100, counting sets (groups of objects), graphing, shape recognition, and addition and subtraction.

Music: We are scheduled for two twenty-five minute periods per week.

N

Newsletter: You will be receiving a weekly newsletter each Monday that will keep you informed of our classroom activities. The newsletter will include homework, our weekly activities, and other important classroom information.

Notes to/from Home: I encourage communication. I realize sometimes it is hard to reach someone on the phone, so please feel free to write me a note. I will try to contact you the same day I receive your note. I will also write you notes individually on occasion. Oftentimes, especially concerning behavior issues, I will expect you to sign and return the note the next day. My goal is to check the children's folders in the AM, so please send notes back in their daily folders.

Nurse: Our nurse, Nurse Sherry, will dispense prescribed medications, take temperatures, clean scratches/scrapes, and make decisions concerning more serious injuries and illnesses. Please make sure we have current contact numbers on file in case Nurse Sherry or the office

needs to get in touch with you. Please return all necessary physical forms, dental forms, and eye exam forms right away.

O

Outside Recess: The children will have a morning 15-minute recess and a 30-minute lunch recess each day. Please keep this in mind when helping your child select clothing for the day. We have district criteria concerning winter wind-chill on whether the children go out or stay inside.

P

Parent Involvement: Your support of school activities makes your child feel important and sends the message that you value school. I encourage parent involvement both in and out of the classroom. Oftentimes I will mention special class activities where helpers are needed in the newsletter. You do not need to commit to a weekly schedule. We are flexible, and the children love to have extra hands and ears in the classroom.

Parent/Teacher Club: We have an active parent/teacher organization (PTO) that welcomes new members. Our PTO has bought many things to benefit our school and also provides many fun activities. Come be a part of decision - making this year! Please try to attend.

Parties and Celebrations: We have PTO sponsored Christmas and Valentine's Day parties. The room parents usually organize these events, coordinate volunteers, and ask for donations. Notes will come home prior to parties for you to fill out how you can help! ☺

PE: Mr. Page is our PE teacher. The children will learn many skills and new games. We have two twenty-five minute classes each week on Tuesdays and Fridays. The children must wear tennis shoes on days we have p.e.. I would recommend tennis shoes every day.

Q

Quiet Time: In the beginning of the school year, when the children are getting used to a busy schedule they rest for a 20 - 30 minute period each day. The children must lie quietly and rest as music is playing. They are not expected to go to sleep, but oftentimes they do. Small towels are perfect resting mats because they are easy for the children to fold and fit well in the small lockers. If you see this towel in your child's backpack it is so that you can wash it. Please send it back on the next school day.

R

Reading Incentive/Reading Log: Starting in October a Dairy Queen Reading sheet will be sent home. This same sheet will be sent home at the beginning of each month. For each book read (either by your child or by someone reading to him/her) you will need to write the name of the book on the form. You will need to return the form at the end of each month so your child can

get a slip for a free treat from DQ. We also participate in the Six Flags Reading club during the year, which will have a different form with a specific due date.

Reading Program: Our district has adopted the McGraw-Hill reading series. The components include shared reading of big books, poems, phonemic awareness activities, (listening for syllables, changing sounds, beginning and ending sounds, filling in missing sounds or words and segmenting sounds), picture sequencing, reading of small books, and learning to read sight words.

Report Cards: We will issue report cards three times per year with a checklist given in the fall. The checklist will be shared during Parent/Teacher conferences in October. The report cards will correlate with the Common Core State Standards.

Restrooms: The children are encouraged to go to the bathroom before school begins and during our scheduled bathroom breaks: mid-morning, before lunch, and again after lunch recess. At all other times, they are free to go to the bathroom as the need arises.

Room Parents: The room parents' job is to be available for many activities: to help coordinate parties and activities; to seek volunteers for special events; and to give new ideas to the PTO.

S

Science: The focus of the kindergarten science curriculum is on developing an awareness of the world in which we live. Through scientific inquiry, concepts will be presented by studying plants, animals, the five senses, general health, and the seasons.

Shared Reading: Shared reading is exactly what it says - sharing the reading of stories with the whole class. As the teacher reads a story, children join in on phrases or words that they know. During re-readings (and some books we read many times!), children read more and more of the text until they may be able to read the story themselves. Your child will be able to tell the characters, setting, and major events of a story during this school year. It is helpful when you read with your child if you discuss/ask these things when you read at home.

Social Studies: Our social studies curriculum focuses on the students and how they relate to others in their families, classroom, school, and community. Activities will help the children focus their natural curiosity for the world around them.

Special Incentives: I will reinforce appropriate behavior with verbal praise, stickers, positive notes home, weekly and monthly rewards, or special activities.

Star Student: We will begin the year by focusing on learning each other's names. We will cheer the Star Student's name, interview them, and have them be the "leader" of the day and do all of our classroom jobs (line leader, paper passer, etc.)

T

Toys: Bringing toys to school is discouraged and is not allowed on the playground. If a toy is accidentally lost or broken, feelings will be hurt. The children may bring books. Make sure books are clearly marked with your child's name.

Transportation: If there is any type of change in how your child will get home a certain day that is different from their normal routine you must send a written note. If something happens after school starts for the day and there is a change you must contact the office. Do not rely on your child to tell us this information, because children often become confused and relay information incorrectly. **If no written note is received or you have not called the office, your child will be sent home by his/her usual method of transportation.**

U

Unique: Kindergartners will learn that they are special and unique. They will have opportunities to describe how they are alike as well as different from others.

V

Visitors: Our school has a policy that ALL GUESTS (including familiar faces) are required to check in at the office to receive and wear a badge. We welcome and encourage family involvement, and the presence of a guest badge will help identify you to all faculty and staff. It is important to remember that while this may seem inconvenient to frequent visitors, it is our goal and responsibility of our school to create a safe learning environment.

W

Wish List: Throughout the year we sometimes need supplies above and beyond our classroom materials. I will post these needs in the class newsletter. If you can help provide them, I will be most appreciative. Extra items that you think we might be able to use are always welcome!

My Wish: I would like for each child to enjoy coming to school each day. It usually takes a month or so for them to get accustomed to expectations and routines. I want them to develop that attitude of "I think I can . . . I think I can . . ." even when I ask them to do things that they think they can't. I tell them we have erasers and the ability to say, "I'm sorry", but we can't make mistakes unless we try!

Writing: Our writing program builds on what each child already knows. Writing is a developmental process that begins with scribbles and proceeds to lines and circles, random strings of letters (most of which are found in their name), words and spaces, then eventually, to sentences. Your child will be encouraged and praised for all attempts and accomplishments in writing. Providing a risk-free environment is paramount to your child's progress in writing. If possible, please provide your child with writing tools, such as pencils, crayons, markers and paper, at home. Our goal is for all children to write for a variety of purposes.

Word Wall: Throughout the school year we will add many sight words to our word wall. Students will use the word wall as a resource for their writing. Each week on the homework sheet you will be informed what Word Wall Words we will be working on at school. PLEASE practice these words at home. Your child should be able to say the words immediately when "flashed" the word on a flashcard.

X

EXperiences: Kindergarten is such an exciting time! We are learning about the magic of books, letters, numbers, poetry, songs, science, social studies, art, music, p.e., and oh, yes...school rules! Enjoy this year and let your kindergartner know how important school is to you.

Y

Young Authors: Our district participates in this writing program that encourages children to enter their best book writing efforts. This effort will require cooperation between the children, teacher, and parents. I will send information when we get closer to beginning this project.

Younger siblings: It is our best interest to have parent volunteers who are available to help in our room and on field trips that can focus their full attention on the children in our class without the responsibility of having young children that also demand attention. Thank you in advance for making childcare arrangements for younger siblings.

Yearbook: You can purchase a yearbook closer to the end of the school year.

You: You can help to make your child feel successful this year by reading each night with them. This encourages them to become good readers. Remember to discuss the school day with kindergartners. Ask questions like, "What did you do in centers today?" or "What did you learn today?" Ask about new friends, Music, PE, Library, or Art.

Z

ZZZZZZZZZZs: Make sure your child gets plenty of rest. **Setting and keeping a bedtime schedule is a wonderful gift you can give your child.** Plenty of sleep will help them to be alert and ready to learn each day! *Please do not allow SCREEN TIME two hours prior to bedtime as studies have shown, children's brains are unable to "shut down" and "turn off" for sleep if they have been playing on phones, game centers, i-pads, or watching TV.*

ABC Parent Summary

- Check your child's backpack and folders **daily**
- Read ALL school notices
- Read the newsletter
- Send money in a sealed, labeled envelope
- Volunteer to be a Room Helper
- Donate supplies when asked
- Make sure your child is well-rested.
- Attend Parent's Club meetings
- Call, write, or come in if you ever have a question or concern
- Provide a good reading and writing environment for your child
- Read aloud to your child daily
- Listen to your child read
- Be Patient! They each learn at their own rate.

**This will be an exciting year!
You will be amazed how much we will learn
and how much fun we will have doing it!**

**I am looking forward to a wonderful year with
your child!**

Mrs. Frank