

### Third Grade Basics

- School hours are 8:45 A.M. – 3:15 P.M. Students cannot enter the building before 8:30 A.M. All students should be in their seats at 8:45 AM. On Wednesdays, students may not enter the building until 9:00. All students are expected to be in their seats at 9:15.
- Breakfast is served daily. Students eating breakfast at school can enter the building at 8:20 AM on M-T-Th-F and 8:50 on Wednesdays.
- If your child is ill, please call the school at #531-3040 before 8:45 A.M. Leave a message in regards to your child's homework pick-up. Homework will be ready for pick-up at 3:00 PM at the office if the classroom teacher is notified.
- Children need a note for ALL medications (including cough drops). Forms are in the office.
- If your child's typical after-school transportation changes, a note is needed.
- Notify the teacher and the office if any personal information changes (i.e. phone/cell number, address, email address, emergency contacts, etc.).
- To avoid hurt feelings among students, do NOT send birthday invitations/thank you notes to school. Please mail them via USPS.
- If sending in birthday treats/snacks, please disregard all peanut and tree nut goodies. Also new VCS policy mandates that all treats/snacks be "balanced in nutritional value". Any food items must be "healthy choices" which are "store prepackaged with an ingredient label". Non-food items are recommended as alternatives. As always fast food items and soda are not allowed during meal times in the cafeteria.
- Students are allowed to take home their textbooks at any time, but must return them to school the following day.
- All Tests are weighted as 40% of the subject's grade; Quizzes - 30%; Classwork - 20%; and Homework - 10%.
- Absent students have one make-up day for each day missed from school with no penalty.
- All tests will be stamped for a parent's signature. These should be returned the following school day.
- Not every paper graded is entered into the grade book. Grade books will be automatically updated through RDS as new data is entered. Please note that some assignments may not be entered immediately. RDS will be updated at least every 2-3 weeks.
- There will no longer be an isolated grade for "Spelling" on the report card. Spelling will be integrated into the Language/Writing Grade.
- Benchmark Literacy is our newly adopted K-5 model for English/Language Arts instruction. The instruction philosophy is very purposeful, authentic, and differentiated to meet the needs of every student. Therefore our administration is considering how best to calculate the K-5 Reading and Language/Writing grades for the first term this year. TBD.
- All work is due the next morning by 8:45 A.M (9:15 - Wednesdays). See Homework Procedure.
- If you would like to join your child for school lunch, either send in a note or call the office and we will order a lunch for you.
- If you would like to volunteer for Field Day, field trips, or classroom help, please make sure your limited background check is current. If you need a green application, contact me and I will send one home with your child.
- Please make sure your child is dressed appropriately for the weather.
- Label all personal belongings, so nothing gets lost in the hallway. If your child is missing something, have him or her check the school's lost and found.

## 2014-2015 Specials Schedule

*Tuesdays - PE 9:15-9:45 (wear gym shoes)*

*Wednesdays - Music/PE 9:15-10:15 (wear gym shoes)*

*Thursdays - Art 11:45-12:45; Library 1:45-2:15*

*Fridays - Music 9:15-9:45*

## Grading Scale

A+	98 - 100%
A	93-97%
A-	90-92%
B+	87-89%
B	83-86%
B-	80-82%
C+	77-79%
C	73-76%
C-	70-72%
D+	67-69%
D	63-66%
D-	60-62%
F	59% and below

- Voice Mail: Mrs. Gonzales 531-3040 ext 26113  
Mrs. Erin Utesch 531-3040 ext 26201  
Mrs. Peggy Beck 531-3040 ext 26200
- Email – [sgonzales@valpo.k12.in.us](mailto:sgonzales@valpo.k12.in.us) \*  
[eutesch@valpo.k12.in.us](mailto:eutesch@valpo.k12.in.us)
- RDS - <https://vcs-rds.valpo.k12.in.us/rdsparentaccess/default.aspx>
  - May also access directly from VCS homepage or Cooks homepage
- Mrs. Gonzales' Classroom Website (current classroom happenings and curriculum)
  - [3gonzales.weebly.com](http://3gonzales.weebly.com)

*\*Please be aware there is another teacher named Shannon Gonzalez (ends in a "z") in our district. You may want to put my email address in your contacts to ensure I get emails from you.*

# Classroom Expectations

## CLASSROOM TESTS:

- All tests are weighted at 40% of the total grade. Students who are absent have one make-up day for each day missed from school with no penalty. All tests will have a "Parent Sign and Return" stamped on them. These must be returned the following school day.
- Study guides will be assigned and used for science/health and social studies.

## HANDWRITING:

- January 1 - Cursive will be expected for ALL work unless noted in class.

## HOMEWORK:

- There will be two kinds of homework this year. Homework graded and recorded for accuracy and homework graded and recorded for participation (5 points).
- To receive full credit for participation homework (5 points), the entire assignment must be **fully complete** - (i.e.: **all work must be shown or all questions answered, all directions are followed, labels included, work is organized/neat, student's name is on the paper, and work is turned in on time.** Partial credit may be earned.
- To receive full credit for Homework graded for accuracy, the entire assignment must be **fully complete** as above.
  - If a student earns a score < 70%, he or she may redo the assignment for a 70% or the lowest "C" possible for that assignment.
    - Eligible for 1<sup>ST</sup> Quarter ONLY
    - Tests/Quizzes are exempt
    - Eligible work will be marked accordingly as REDO.
    - Redo work **MUST** be turned in the following school day - no later than 8:45 A.M. - No exceptions!
    - Redos must be **NEAT, complete, and correct** for "new" grade!
    - All incorrect answers should be labeled, numbered, and/or written correctly on a **separate** piece of paper. Based on the accuracy of ALL of the corrections attempted, the assignment grade will be changed up to the lowest possible "C".
    - Teacher reserves the right to refuse any redo work.
- Homework planners and binders should go home EVERY night and returned the following school day.
- Most finished daily work can go home for parents/guardians to spot check then returned the following school day.
- Textbooks can go home nightly but must be returned the following school day.
- Not every paper graded is put into the grade book.

## VOCABULARY/SPELLING: \*

- Introduction to a new list on most Mondays
- Word Work throughout the week
- Tests on the following Monday including two-five dictation sentences.
  - Each vocabulary/spelling word is worth three point or two points in Review Weeks
  - One point for each additional word, capitalization, and punctuation in dictation sentences.

\*subject to change

## Standardized Testing

### Acuity Readiness Testing Window:

E/LA & Math

9/29 - 11/07  
12/08 - 02/13  
03/16 - 04/24

### ISTEP:

Applied Skills - March 2-March 11

Multiple Choice/Online - April 27-May 6

IREAD3: March 16-March 18

### Monthly STAR Reading and STAR Math

#### Quarterly A.R.:

- Your child's AR goal will be personalized based on his/her Star Reading results. Frequent classroom conferences and regular progress updates will be posted on the [classroom website](#), [Renaissance Home Connect](#),\*\* and in the classroom. Your child is expected to meet his/her personal **POINT** and **COMPREHENSION** goal of 90% or higher. At the end of each term (quarter) your child's point and comprehension goal will be calculated and recorded in the Reading grade book.

Example: Point Goal = 9 points      Term Earned Points = 7.6       $7.6/9 = 84.4\%$   
Comprehension Goal = 90% +      Term Earned Comprehension = **89.7%**

The Gonzales HALL CLUB is earned each term as your child meets at least his/her minimum points AND comprehension goal.

The Cooks' PRINCIPAL'S CLUB is earned when 30 points (cumulatively) have been earned.

The Cooks' STAR CLUB is earned when 60 points (cumulatively) have been earned.

\*\*Use your child's school username and password to access

### Mrs. Gonzales' Classroom Rules

Class rules are based on the five Lifelong Guidelines:

Active Listening

No Put Downs

Personal Best

Trustworthiness

Truthfulness

#### Rule 1: Be Responsible

- Participate
  - You hold the key to your learning
  - Ask questions
  - Pay attention
- Finish and turn in your work
  - Do it now not later
  - Stay on task
- Own your choices
  - Think before you act
  - Know that we all make mistakes
  - Be truthful
  - Ask yourself often, "Am I the best person I can be?"
- Make it right!
  - Admit when you are wrong
  - Apologize
  - Help others help themselves

#### Rule 2: Be Respectful

- Active Listen/Make eye contact
  - Listen patiently with your arm down
  - Wait to speak
- Keep your hands and feet to yourself
  - Ask first before taking anything
  - Respect personal property and other's property
- Use kind words and actions
  - Any kind of bullying is not allowed!!!!
  - Be trustworthy
- Use manners
  - Clean up after yourself
  - Use "Excuse me", "Please" and "Thank you"
  - Hold the door for others
  - Greet one another
- Accept the ideas/opinions of others without judgment
  - Puts-ups accepted
  - Celebrate our differences

### Clip Chart Management System

This year I am trying something new with my reward system as I continue to find a simplistic way to celebrate each child individually as well as within a group. Each and every day offers us the opportunity to do our best. However, when we make mistakes, we also have the chance to redeem ourselves. All students begin the day in the middle on "Ready to Learn". From here they may or may not move up or down within the school day. However, having three levels ("Good Choices", "Great Job", and "Super Student") above the starting point challenges everyone to go above and beyond. On the flip-side, if a student is struggling on a particular day, he or she has three levels ("Think About It", "Teacher Choice", and "Parent Contact") below the starting point. These levels allow reminders to turn things around, immediate consequences, and/or communication between home and school. In the worst case scenario, the student may still have the opportunity to climb up the chart by the end of the day.

The students will keep their weekly chip chart in the front of their binder. I will sign each day along with their planner. As the parent you will see his/her movement along the chart. If your child ends up on "Teacher Choice" or "Parent Contact" at the end of the day, a note will be written by your child, your signature will be required, the note should be returned the next day, and partial recess may be missed. On the other hand, if your child ends any given day on "Great Job" or "Super Student", he or she will receive a high five. On the sixth high five, he or she will strive to earn Hall of Fame status.

### Homework Procedures

It is the student's responsibility to complete his/her assignment book each day. Homework is intended to be used as a review of skills. Therefore, spelling/vocabulary activities, reading (including language skills), and math will be the typical homework assignments. Homework should take approximately 45 minutes on a daily basis. Excessive homework is usually due to the student's absence or the non-completion of his/her work during class work time. All homework is due the day after it is assigned unless an alternate due date is specified or in case of an absence.

Twenty minutes of daily reading is a school wide initiative to help us become better readers and writers.

## ◆ Consequences For Behavior

*Having a difficult day?*

- ◆ *First Offense: Verbal Warning*
- ◆ *Second Offense: 1 Clip (down) Think About It!*
- ◆ *Third Offense: 1 Clip (down) Teacher Choice\**

*-Student completes a note.*

*-Mrs. Gonzales signs the note.*

*-Note goes home to be signed and returned the next day.*

- ◆ *Fourth Offense: 1 Clip- (down) Parent Contact\*\**

*-Student completes a note.*

*-Mrs. Gonzales signs the note.*

*-Mrs. Utesch signs the note.*

*-Note goes home to be signed and returned the next day.*

*\*If a student ends the day on Teacher Choice- 10 minutes of missed recess.*

*\*\*If a student ends the day on Parent Contact- 20 minutes of missed recess.*

*Having a great day? Did you turn things around?*

- ◆ *Move 1 clip (up) Good choices!*
- ◆ *Move 1 Clip (up) Great job!\*\*\**
- ◆ *Move 1 Clip (up) Super Student!\*\*\*\*\**

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*\*If a student ends the day on Teacher Choice- 10 minutes of missed recess.*

*\*\*If a student ends the day on Parent Contact- 20 minutes of missed recess.*

*\*\*\*If a student ends the day on Great job!, a high five is earned.*

*\*\*\*\*If a student ends the day on Super Student!, TWO high fives are earned. Every sixth high five can be traded in for a special treat.*

# My Responsibility Plan

*"I am responsible for my actions and behavior"*

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Time: \_\_\_\_\_ Clip: *Teacher Choice or Parent Contact*  
(circle one)

♦ *What rule(s) did I not follow ?*

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♦ *What did I do to break this rule?*

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♦ *My choices and or actions caused...*

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*A better choice would have been to ....*

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Student's signature \_\_\_\_\_ Teacher's signature: \_\_\_\_\_

Parent's signature: \_\_\_\_\_ Principal's signature: \_\_\_\_\_  
(if necessary)



*Please complete and return to school*

## *Getting to know more about your child....*

*Child's Name:\_\_\_\_\_*

*1) Special talents or skills?*

*2) Reading interests (type of books or specific titles)?*

*3) General attitude toward school?*

*4) Hobbies, special interests, leisure time activities (collections, dancing, making models, singing, painting, cooking, sewing, drama, etc.)?*

*5) Special lessons, training, or learning opportunities does your child have outside of school?*

*6) What other information would you like me to know that would assist me in meeting your child's needs more effectively?*

*Please sign below and return to school*

### *Behavior Contract*

*I, \_\_\_\_\_, do solemnly  
promise to do my very best each and every day whether I am at work or at  
play. I understand that the class/school procedures created are to help me to  
be a responsible and respectful learner and community member. I fully accept  
the consequences of my choices and/or actions on this \_\_\_\_\_ day of  
August, 200\_\_\_\_.*

*Student signature:\_\_\_\_\_*

*Teacher's signature: Mrs. Gonzales*

*Parent's signature\_\_\_\_\_*

*Date:\_\_\_\_\_*