

**A Parent’s Guide to**

**First Grade**

**Mrs. Marks’ 1st Grade**

**Daniel Pratt Elementary School**

**Amy Marks Room K-6**

**Mrs. Marks’ First Grade**

**Handbook**

Welcome to the 1st grade! My name is Amy Marks and I am very excited about working with you and your child this year. This will be my 16th year teaching and my 15th year at Daniel Pratt Elementary. I am very happy to be here. I have received my bachelor’s degree from Auburn University in Montgomery, as well as my master’s degree in Reading Education. I live in Prattville with my husband Chris and have two boys (Collier, 10 and Mason, 7). My husband, Chris is a car salesman at Larry Puckett Chevrolet. I am very energetic about teaching and I look forward to growing and learning with your child everyday this year.

 Our classroom goal is to become a community of learners where children are encouraged to be expressive, collaborate, take risks, and learn from each other through conversation and reflection. In our classroom, students will be empowered to take the initiative, think for themselves, and assume responsibility for their own learning. I look forward to a great year of learning and growing with my students. It is my hope that this handbook will provide some of the answers to your questions about practical and academic sides of first grade. I am excited about taking an active role in your child’s education this year and I hope that you are as well. **I encourage you to work with your child at home and talk to them daily about events that are taking place in our class.** It is very important to me that we can work together to provide your child with the best learning experience possible. Please feel free to contact me by e-mail with any of your questions or concerns. My e-mail address is amymarks@ymail.com (home) or amy.marks@acboe.net (school) and Daniel Pratt’s phone number is 361-6400. I will be more than happy to meet with you.

**Components of Our Day**

**Lunch 10:59-11:24**

**PE 12:55-1:35**

**Snack 1:35**

\*Remember to have your child wear a clean mask each day.**Please send in an extra set of clothes (including socks and underwear) to be kept in a large Ziploc bag. This will remain in your child's backpack.** As the seasons change or if the items are used, you will need to swap out the clothes.

\*Please send in a clean, extra mask in a Ziploc bag (in case something spills on the one they wear to school) that will also be kept in your child's backpack.

**Water Bottles-** Students are allowed to bring water bottles. I recommend using a thermos with a twist top for easy cleanup and spill proof.

**Language Arts-** This will be a two-hour block and reading, writing, and spelling will be covered. You will receive additional information on this process around the third week of school. In my classroom, it is my job to share my love of reading and to pass that love on to my students.

**Homework** – Your child will have a homework folder that will be sent home nightly (reading binder, D.O.T. Book).  Please check these nightly so that all homework is complete. **All Reading homework will be due on Fridays**. Please also look for additional homework assignments in their take-home folders periodically.  **If you see a blank activity or something that needs to be fixed, I will note if it needs to be completed and return the next day.**

**Spelling/Word Study** -The primary objective of our spelling program is to develop the ability to recognize and spell words correctly within context. Each week the students will be introduced to new strategies and ways to recognize and use these strategies within their own writing. Writing time is also a time when we work on spelling and other mechanics of writing. The children attempt many words that are not included on a “first grade” word list and should be encouraged to use a rich writing vocabulary even when it exceeds their spelling vocabulary. Spelling lists will come home in their reading folders.

**Math-** In our classroom, we will promote interaction and provide challenges in a secure environment through problem solving, communication, estimation, connection, and reasoning. I will use a variety of math resources including, AMSTI (Alabama Math and Science) to enable each child to:

\*develop thinking strategies that will lead to logical reasoning.

\*apply problem-solving strategies to all areas of life.

\*use manipulatives to develop an understanding of concepts.

**Science/Social Studies -**We are learning about each other and our world through themes that are interesting to young children. We will, of course cover what is required in the curriculum guides that correlate with STEM activities.  Resources for science and social studies will include hands-on activities and our classroom science and social studies discovery centers. We will not study both subjects in one day. I will alternate throughout the year teaching both subjects.

**Graded Work-** Each Monday your child will bring home a weekly newsletter. Graded papers will be sent home in a timely manner. This will be in their daily folder in their binders. The graded work is yours to keep for your records. **Please check binders DAILY**.

**Graded Procedures-** Numerical grades will be given in Reading, Language Arts, and Math. Students will receive an S, N, or U for Social Studies, Science, and handwriting. Report cards will be sent home every nine weeks and mid-quarter progress reports will be sent home as well.

**INOW is the system we use to post students grades. This enables you to view these grades online**. The cost is $10 per DPES family. I highly recommend that all parents register for this. It will help you keep up with your child’s academic progress.

**Attendance-** Good attendance is vital for success in school; it goes hand in hand. Your child may arrive at 7:15 in the morning; he or she should go sit in the yellow hall (on a red dot). Children are dismissed to go to their classrooms at 7:50. Please have your child to school prior to 8:00 so they can have time to get “settled” before the day begins.

**Transportation-** Car ridersor walkers should not arrive at school prior to 7:15. The doors will open at 7:15. Please do not drop your child off any earlier than 7:15. Car riders should be dropped off in the loop beside the gym (turn onto Jay Street off of Shelia Blvd). Buses drop off in front of the school. Do not come through the loop in the front of the school, as this could cause a safety issue with our buses. First graders will walk to the yellow hall and sit with their class. Students can bring a book or something quiet to work on while they wait for the 7:45 bell.

**Afternoon Dismissal Times**

* Walkers -2:40
* 1st load bus riders and car riders -2:45
* Daycare riders -2:55
* 2nd load dismiss -3:00
* YMCA dismiss -3:05

Car riders will be picked up in the side parking lot by the gym**. Have your DPES car tag** (found in orientation folder) **in your front window with your child’s name**. If your child is a walker, you will need to arrange a meeting place to meet to make sure he/she knows exactly where to go. First graders will exit out of the yellow hall double doors (1st grade hall).

If you want to check your child out then you may do so in the front office.

Any transportation changes must be made in writing by note or fax by 2 p.m. each day. Our fax number is 334-358-2393.

**Snack Money-** We will have a snack break each day. Your child can purchase juice and snack at school or may bring them from home. If he/she buys juice and snack, the average is a $1.00/ $1.50 a day. If juice and snack is brought from home, please send it in a labeled brown bag. Please do not send carbonated drinks or candy during this time. **Please label snack money and the snack item your child would like on an envelope with your child‘s name on it**. You may not write checks.

**Lunch Money-** The cost of lunch is $2.50 and $1.25 for breakfast for individual days. Checks should be made out to DPES. **All money must be sent in an envelope with your child’s name, teacher’s name, amount, and what the money is for.** If you choose, your child many bring lunch from home. Please remember that we do not allow carbonated beverages. **PLEASE NO CHARGES!**

**Student of the Week** – Our schedule does not permit a daily sharing time of personal belongings. However, children are encouraged to bring show and tell in on their scheduled week. I will send a list of ideas home the week before their scheduled week. Also I would love for you to enhance our units of study with souvenirs, collections, backyard discoveries, and other visuals. We also welcome you or extended family members to share experiences and expertise.

**Parent- Teacher Communication-** Please do not hesitate to contact me with questions or concerns. The best way to contact me is through **e-mail** or notes sent to school. I can only call you after school or during P.E. unless I am in a meeting. Conferences will have to be scheduled. Some situations will need a conference and I am more than glad to set up a time to meet with you through a **virtual meeting**. The office will not allow you to come by my classroom this year due to COVID. The school phone number is 361-6400 and my e-mail is amymarks@ymail.com (home) or amy.marks@acboe.net (school). Please sign up for “Notify Me” on our school website at [www.dpeseagles.com](http://www.dpeseagles.com) . **Also on the school website, you can go to “School Staff” and find my name. I will post a copy of my weekly newsletter.**

**Class Dojo**- I will use the ClassDojo app to schedule messages, reminders, and behavior. See the attached info.

**Birthdays -** It is the school’s policy not to use instructional time to celebrate birthdays. Parents who wish to celebrate their child’s birthday at school are asked to do so in an alternative manner**. You may send prepackaged items, such as oatmeal pies, rice krispies, etc. with your child to school or drop off in the front office.** Please do not send juice boxes, plates, or any other birthday accessories.

**Book Orders -** I will send home book club order forms several times this year and you will be able to order online. I will send home instructions about how to order online with the order form. This is a wonderful way to buy books for your child at a reduced price. It is also a great way to help get additional books and supplies for our classroom. Ordering books through the book club is optional.

**Special Notes**

* Please sign up for “Notify Me” on our school website at [www.dpeseagles.com](http://www.dpeseagles.com) click “Notify Me” tab.
* If you have any changes during the school year in your address, telephone numbers, place of employment, or emergency contacts, please remember to send this information to me.
* Please notify me, in writing, of any changes in student transportation (permanent or temporary) as they occur throughout the year.

**Money Matters**

* Please ALWAYS send any money /check in a marked envelope with your child’s name, my name, and what it is for on the front of the envelope.
* Lunch tickets may be purchased in the lunchroom. Student lunches are $2.50 (lunch and breakfast) per day and we encourage tickets to be purchased at a minimum of 10 days ($25.00).The DPES lunch account website is [www.paypams.com](http://www.paypams.com) .
* First grade handwriting paper to be used for the entire school year is $8.00.

**\*\*Please note that any of the information in this packet is subject to change, due to COVID-19 pandemic.**

**One More Thing...**

 Please save Box Tops for Education that is found on many food products. We collect them in our classroom and we are able to “redeem” them at the Turtle Shell (a school supply store here in Prattville). I am able to buy items for my classroom that will benefit all the students. I encourage you to save Box Tops all during the school year. If you will, please send them in periodically in a Ziploc bag so that I can turn them in throughout the year. We would also appreciate any used printer cartridges to be donated in a similar program. I would really appreciate you collecting those for us. **THANK YOU SO MUCH!!!**

**Mrs. Marks’s 1st grade**

**Discipline Plan**

 I believe in the need for strong classroom control in order to provide the most beneficial learning environment. While a structured setting will be maintained in the classroom, I constantly use positive reinforcement to reward appropriate behavior.

**Classroom Rules**

1. Raise your hand before speaking during instruction.
2. Be nice and fair to all your classmates
3. Listen and follow directions.

1st offense- verbal warning

2nd offense- clothespin moved to yellow (reminder)

3rd offense- clothespin moved to orange (loss of recess time or reward)

4th offense- clothespin moved to red (note sent home/phone call) No Friday Break

\*Everyday each child will begin on Green “Ready to Learn” and can clip up or down according to behavior. Anything above green means he/she went above and beyond normal expectations with his/her behavior.

 \* However, if at any time during the day the behavior improves, he/she will have the opportunity to move the clothespin back up. Friday Break is an extra recess time on Friday afternoons for good behavior.

**\* If a student receives two days on “orange” during the week or receives one day on “red” they will not be allowed to play at Friday Break.**

**\* If a child receives two days on “orange” or one “red” in a week, the child will receive an office referral. I will contact you by note for the first office referral and then notify you by phone for the second offense. The third offense (office referral) the administrator will deal with this at their discretion.**

**Office Referral: 1st offense-parent note**

**2nd offense-parent contact**

**3rd offense-administration decision**

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**Child’s Name ------------------------------**

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

Dear Parents,

 I wanted to make you aware that your child behaved inappropriately at school today. I am asking for your help in correcting the following behavior(s):

\_\_\_\_\_excessive talking in class

\_\_\_\_\_making noises in class

\_\_\_\_\_disturbing others

\_\_\_\_\_wasting class time/incomplete work

\_\_\_\_\_playing in the restroom, hall, or cafeteria

\_\_\_\_\_disrespectful to the teacher or another adult

\_\_\_\_\_disrespectful to another student

\_\_\_\_\_would not follow rules in P.E., Music, or Library

\_\_\_\_\_other:

If you have any questions regarding the above incident(s), please feel free to call me. Thank you for your cooperation in this matter.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please sign and return the following school day.