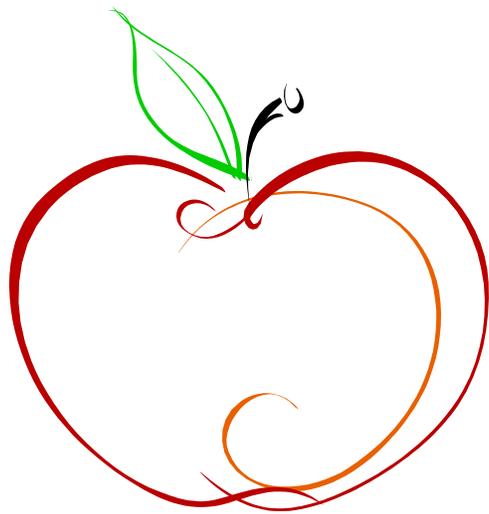


# Third Grade Informational Packet



Mrs. Hayes  
2015-2016

I dreamed I stood  
in a studio  
And watched two,  
sculptors there,

The clay they used  
was a young child's mind  
And they fashioned it with care.

One was a teacher;  
the tools she used  
were books and  
music and art;  
One was a parent with  
a guiding hand  
And a gentle loving heart.

And when at last  
their work was done  
They were proud of  
what they had wrought  
For the things they  
had worked into the child  
could never be sold or bought.

And each agreed she  
would have failed  
if she had worked alone  
For behind the parent  
stood the school,  
and behind the parent stood the home.

Ray A. Lingenfelter

September 2, 2015

Dear Parents,

WELCOME BACK!

I am very excited to be working with an outstanding group of third grade students! I have a lot of great things planned to help your child feel successful, while growing in terms of their reading, writing, mathematical, as well as their science and social studies abilities.

You will be amazed at the progress your child makes this year. I have high expectations for all my students and hope you will encourage your child at home by participating in take home activities (homework, projects and/or family activities). I highly recommend parental involvement, as it enhances your child's educational experience and keeps you well informed of what's going on in our classroom. I hope many of you will be able to visit our classroom during the year so you can see our curriculum in action!

By working together, we will make this the best learning and educational experience for your child! The following information should help answer many questions you may have, regarding how our classroom works.

- **Absences:** If your child is absent they will receive their work when they return unless a different request is specified. Please be sure to let the office know by phone or note for all absences.
- **Bus Notes:** Please have your child bring a note or call the school if there are any changes concerning transportation. This will minimize any confusion at dismissal time.
- **Field Trips:** There are several field trips that our class will be participating in this year. As the time approaches, I will be looking for volunteers to chaperone and or help out, when necessary, to prepare for the class field trips. Please fill out the attached volunteer form and return it to me as soon as possible. There is a 30 day turnover to process these. All help is greatly appreciated!
- **Take Home Folders:** Each student will receive a red "Take Home Folder" to be used throughout the entire school year. These folders are used on a daily basis for any work that your child does not complete during the school day, homework, as well as completed schoolwork. Important notes, reminders, etc. will be added from time to time. It is a necessity that you take a few minutes, to look through your child's take home folder on a daily basis.

- **Planners:** Third grade students will be given planners, as a form of communication. These will specify what was covered in class. Your child's planner needs to be signed and returned on a daily basis.
- **Newsletters:** Each Friday, students will receive a weekly newsletter that describes, in detail, what we have been working on throughout the week, as well as other upcoming events, notes, reminders, etc. It is essential that you read these. You need to be aware and up-to-date on what your child is doing in the classroom on a weekly basis.
- **Backpacks:** All papers sent home are important and have a better chance making it home in a backpack. If possible, please send your child to school with some type of bag for carrying notes, papers, books etc. to and from school
- **Behavior Management:** I am using a clip system this school year. Students have the opportunity to move their clips up for good behavior, as well as down for not so good behavior. Clips start on ready to learn each day. Students will, first move their clip to slow down if they misbehave by not following the classroom rules. This is considered a warning and the child will lose five minutes of recess. If the misbehavior persists, the child will move their clip to stop. They will lose their entire recess. All misbehaviors will be dated and recorded. However, I am convinced that I have a great group of students! We are going to have a super year!
- **Rules:** As a class, we will continually be focusing on correct procedures and routines used within the classroom, such as walking quietly in the halls and or raising your hand if you have a question. Please make sure you take time to review the student handbook with your child. We need to make sure that everyone understands and follows these rules and procedures for each others' well-being.
- **Shoes:** Please send inside shoes for your child to wear, when the time arises! Boots and muddy shoes will make a mess on the carpet. Extra shoes may be kept in lockers.
- **Book Orders:** I will be sending home a monthly book order with your child. This is a great way to find books that are of interest to your child and their reading level, which are reasonably priced. Books also make great gifts! Please help our classroom receive free books, by ordering from the Scholastic Book Orders. All purchases made, will help our class receive free books to add to our reading library.
- **Snacks:** I have incorporated an afternoon snack into our daily routine. Students may bring in a healthy and nutritious snack to eat each afternoon. Unfortunately, snacks will not be provided. Therefore, it is up to each parent to supply a snack for your child.
- **Birthday Treats:** We will be celebrating each child's birthday on or close to it. Please feel free to send in a birthday treat with your child. However, if your child's birthday falls on a weekend, please let me know in advance

when you would like to celebrate their birthday. I prefer to have birthday treats in the afternoon, during our scheduled snack time. However, if this causes a problem, I will certainly accommodate the situation. If your child's birthday is over summer vacation, we will celebrate it near the end of school. As a heads up, as of right now, we have 21 students in our class.

- **Star of the Week:** On a rotating basis, students will be the star of the week, for one week. They will be notified the week before it is their turn. Students will be asked to complete the provided "All about Me" poster and turn it in on Monday of their designated week. Students can bring in pictures of themselves and their family to show the class on Tuesday. On Wednesday, parents are asked to write a letter or poem about their child that can be shared and enjoyed with the class. Finally, on Friday the star-of-the-week may bring in a show-and-tell to show the class. More detailed information will follow, as the time draws near.
- **Grading Scale:** Points are allotted, on a daily basis, for each assignment. Students' report card grades will be based on whether or not they exceed, meet, are developing or are not demonstrating the grade level content expectations.
- **Special Schedule:**
  - Monday:** Spanish & Technology
  - Tuesday:** Library
  - Wednesday:** Art
  - Thursday:** Gym
- **Box Tops:** Our classroom is collecting box tops, as well as Campbell soup labels. All of the money collected from these will be used to buy educational items for our classroom. Every bit helps!

## VOLUNTEERS NEEDED

**Room Mom or Dad:** I am in need of one mom or dad who would be willing to work with me and help organize classroom parties. This job would entail contacting parents for party donations, such as food and or helping to organize the events that will take place during each, of the three classroom parties. If you are interested please let me know as soon as possible.

**Parent Volunteers:** I greatly appreciate parent volunteers to help with special projects, parties, field trips and or working with small groups of children in the classroom on a weekly basis. If you can volunteer your time, please let me know. The Lapeer Community Schools district office requires that all volunteers fill out a Volunteer Application and turn it into the school office, prior to chaperoning a field trip. It takes 30 days for an application to be processed. Please make sure they are returned promptly.

**Math Facts Testing:** Beginning in October, students will be tested on their addition, subtraction and or multiplication facts on a weekly basis. I am in need of two parent volunteers to test students, on a weekly basis.

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Name: \_\_\_\_\_

\_\_\_\_\_ Yes, I would like to be the Room Mom or Dad.

\_\_\_\_\_ Yes, I would like to test students on their math facts.

\_\_\_\_\_ Yes, I would like to volunteer in the classroom.

Which days are you available? Time TBD

Monday    Tuesday    Wednesday    Thursday    Friday

AM/PM    AM/PM    AM/PM    AM/PM    AM/PM

\_\_\_\_\_ Yes, I would like to make copies on a weekly basis.

\_\_\_\_\_ Yes, I would like to help outside of the classroom, cutting, preparing for crafts, book order, etc.

If you have further questions or concerns, please feel free to contact me by phone, e-mail or in writing. I am also available before and after school if you need to set up a meeting. Your questions and concerns are always very important to me.

I am very excited to be your child's teacher. We are going to have a great year! Together we can make this the best educational experience for your child. I am a firm believer of this.

Please sign, date and return this back sheet as acknowledgment that you and your child have read and discussed this packet.

Sincerely,  
Mrs. Jennifer Hayes  
[jhayes@lapeerschools.org](mailto:jhayes@lapeerschools.org)  
School Phone (810) 538-2345 Ext.4618

Student's Signature \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

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## Supply List for Mrs. Hayes

Please label all of your child's belongings including: jacket, lunchbox and backpack.

- (24) Pencils (Non Mechanical)
  - (1) Handheld Pencil Sharpener
  - Erasers (Pencil Top or Handheld)
  - (6) Glue Sticks or 2 Glue Bottles
  - (1) Pair of Scissors
  - (1) Box of Crayons
  - (1) Pack of Colored Pencils
  - (1) Pack of Markers
  - (1) Pack of Dry Erase Markers
  - (2) Packs of Sticky Notes for Reading Workshop
  - (2) 70 Count Spiral Notebooks: Yellow, Green
  - (3) Two Pocket Folders, Preferably plastic with Prongs: Yellow, Green and Blue
  - (2) Composition Notebooks
  - (1) Container for School Supplies
  - (1) 1 Inch White Three Ring Binder for Math
  - (1) Flash Drive
  - (1) Extra Pair of Tennis Shoes for Gym
  - (2) Boxes of Kleenex
  - (2) Containers of Klorox Wipes
  - Hand Sanitizer
  - Technology Devices (iPad, tablet, etc.) are allowed with parent permission
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## Help Me Get To Know Your Child

In order for me to get to know your child better, please fill out the following information and return it to me when you get a chance. Thank you!

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

My child likes to be called: \_\_\_\_\_

Parent or Guardian's Name(s): \_\_\_\_\_

Siblings: \_\_\_\_\_

Pets: \_\_\_\_\_

Child's favorite activity or special interests:

\_\_\_\_\_

Allergies or medical conditions I should be aware of:

\_\_\_\_\_

Goals for my child include:

\_\_\_\_\_

\_\_\_\_\_

I would appreciate any information that you feel would be beneficial to me in helping your child. (If needed, please use the back of this paper.) Thank you for taking the time to fill out this sheet. It will be helpful to me throughout the year!



PLEASE ALLOW 30 DAYS FOR PROCESSING

Lapeer Community Schools Volunteer Application

Name of Volunteer (Mr., Dr. Mrs., Ms., Miss) \_\_\_\_\_ Please Use Ink and Print
(One volunteer per application please)

Child/ren's First/Last Name(s) \_\_\_\_\_

Name of School(s) \_\_\_\_\_

Volunteer's Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Home Phone#: \_\_\_\_\_ Work/Cell Phone#: \_\_\_\_\_

I understand that misrepresentation or omission of facts required in this application is cause for rejection of the application or termination of any volunteer services you are involved in at the time such misrepresentation becomes known.

Applicant will receive written notification when application is approved.

As a prospective volunteer of Lapeer Community Schools, I understand that part of the volunteer screening process is to conduct a Criminal History and Sex Offender Registry check using the REQUIRED INFORMATION provided by me below:

Name \_\_\_\_\_ (Last) (First) (Middle Initial)

Maiden Name/Names Previously Used \_\_\_\_\_

Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_ Race \_\_\_\_\_ Please Circle: Male or Female

Have you ever been convicted of a felony? \_\_\_\_\_ Please provide a "yes" or "no" answer. If yes, explain when, where, and the nature of the offense: \_\_\_\_\_

I understand that the above information is required by the Central Records Division of the Michigan State Police, Lansing, Michigan. I authorize Lapeer Community Schools to utilize the above information for the sole purpose of obtaining a "conviction-only" criminal file search.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Original signature required for processing -- no copies or faxes accepted

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Office Use Only

Application Approved by: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Criminal History Check/Date \_\_\_\_\_ Sex Offender Registry Check/Date \_\_\_\_\_

Comments: \_\_\_\_\_