

Third Grade Student Handbook



Yeager Elementary
2009-2010

Yeager Elementary School
13615 Champion Forest
Houston, TX 77069
(281)440-4914
Fax (281)587-7531

Yeager Elementary School Personnel 2009-2010

Principal	Susan Brenz
Assistant Principals	Michelle Truitt Mary Dawn Murr
Instructional Specialist	Sarah Calhoun Jennifer Wolf
Counselor	Marrene Harris
Librarian	Amy Mitton
Nurse	Regina Wysocki
Secretary	Bev Secrest
Receptionist	Melissa Castelo
Registrar	Edith Zamora
P.E. Teachers	Jana Johnston Alane Williams
Music Teacher	Lisa Trewin
Art Teacher	Landry Kelly
Third Grade Teachers	Sherri Burks Christine Collins Pam Doherty Lindsay Ellis Karolyn Lawrence Carol Mumma Dinah Rucker Francisco Toba Minnie Tran

Welcome to Yeager Elementary School! We are so excited about the new experiences your child will have during the 2009-2010 school year. This handbook has been prepared so that we can provide you with important information about our school and grade level procedures. We look forward to working together with you so that we can make this a wonderful year for your child!

GENERAL YEAGER INFORMATION

SCHOOL HOURS

School hours are 8:40 A.M. to 3:45 P.M. for students in Kindergarten through Fifth Grade. In the morning, students may enter the building beginning at 8:30 A.M. Students are expected to be in class no later than 8:40 A.M. for the morning announcements. Arriving on time will help ensure that your child starts the day in a positive way. ☺

Morning Pre-K and PPCD hours are 8:40-11:45 A.M. Afternoon Pre-K and PPCD hours are 12:45-3:45 P.M.

COMMUNICATION

Tuesday is Parent Communication Day. Your child will have a folder/envelope that he or she brings home each Tuesday. The folder/envelope will include graded papers from the previous week, as well as information about your child's work habits and conduct. Please discuss the contents of the folder/envelope with your child. Sign and return the folder/envelope to the teacher on Wednesday. The YAP (Yeager Addresses Parents) newsletter will be sent to you via email every other week. If you do not have internet access, you may request a paper copy to be sent home with your eldest child.

Students in Second through Fifth Grade will maintain a student planner. Please review your child's planner on a daily basis for due dates, notes, and assignments.

BACKPACKS AND PERSONAL ITEMS

We request that each student bring a backpack to school every day. This teaches responsibility for their belongings, and it provides for a convenient means of transporting items between school and home. Rolling backpacks should not be used at Yeager or on the bus due to safety and space considerations. Please remember to label any personal items (lunch kits, sweaters, coats, etc.) that your child brings to school. This will assist us in identifying lost or misplaced items.

Students should not bring items other than those on the school supply list. Cameras, radios, toys, tape recorders, and other personal items should not be brought to school. We do not want these to become distractions in the school environment.

ATTENDANCE AND ABSENCES

Daily attendance is marked by the homeroom teacher at 10:00 A.M. If your child is absent, please provide a written excuse upon his/her return to school. A written note is also needed to leave school during the day. State funding is allocated in accordance with student attendance, so accuracy in accounting is very important.

TRANSPORTATION

The modes of transportation at Yeager are bus, car, day care van, or YMCA program (in our Yeager cafeteria - P.M. only).

School bus transportation is available to every Yeager student; therefore, we encourage all students to ride the bus. At the beginning of the year, it takes a couple of weeks for bus drivers and students to become familiar with routes and establish routines. The bus may be later than normal during these first weeks, and we appreciate your patience as we go through this process.

If you decide to provide car transportation for your child, we ask that you drive through the car rider line in the north parking lot. A Yeager staff member will escort your child to the car and open the door for them.

Students who ride a day care van will be dismissed through the Music Room exit (which is located next to the parking lot). Students will be loaded onto their day care van with adult supervision at this location.

Students that participate in the YMCA program in the afternoon will be escorted to the cafeteria by their teacher on the way to the buses.

TRANSPORTATION CHANGES

We encourage you to make as few changes as possible in your child's mode of transportation. Any changes in transportation should be made in writing and sent to the homeroom teacher. If an emergency occurs during the school day that would cause you to need to change your child's transportation, please call the main number (281-440-4914) to speak with someone about the change. No transportation changes will be made after 2:30 P.M.

GRADING PROCEDURES

Student performance is reported to parents in several ways. Our goal is to keep parents well informed of their child's progress. If you should have a question about a grade your child has received, please contact your child's teacher.

Progress Reports and Report Cards for Pre-K through Fifth Grades

At the end of the fifth week of each nine week grading period, a progress report will be sent to the parents of all students in Pre-K through Fifth Grade. Parents can access their child's grades throughout the nine weeks period using a protected password across a secure server.

All students in Pre-Kindergarten through Fifth Grades will receive a report card each nine weeks that will reflect the student's mastery of grade level TEKS. The following numerical scale is used to report achievement in language arts, mathematics, science, and social studies:

A = 90% - 100%

B = 80% - 89%

C = 75% - 79%

D = 70% - 74%

F = below 70%

Conduct and Work Habits

All Yeager students are expected to follow the school, grade level, and classroom rules. Teachers will use the district Building Better Relationships model that teaches the social skills that are necessary to succeed in school and in life. If a child does not follow a rule, the teacher will reteach the appropriate social skill. Repeated infractions in any area over a six weeks period may result in an N on the report card. Should inappropriate behavior continue, parents will be contacted and an administrative intervention may occur.

It is also our goal to help your child develop good work habits (staying focused, following instructions, being prepared for class, and completing class work and completing homework). If a child is having difficulty with a particular work habit, the teacher will provide assistance so that the student can develop the appropriate skill. Repeated difficulty with a particular work habit over a six week period may result in an N on the report card.

YEAGER AWARD REQUIREMENTS

Distinguished Honor Roll (2nd-5th Grades)

- An average of at least 90 in each subject area: reading, language arts, math, science, and social studies for each nine weeks of the entire school year and
- An S in all areas of *General Conduct* in reading, language arts, math, science, social studies, P.E., Art, Music, and homeroom and in all areas of *Work Habits* for each nine weeks of the entire school year.

Honor Roll (2nd-5th Grades)

- An average of at least 90 (A) in one academic area: reading, language arts, math, social studies, and science for each nine weeks of the entire year and
- An average of at least 80 (B) in all remaining academic areas: reading, language arts, math, science, and social studies for each nine weeks of the entire school year and
- An S in all areas of *General Conduct* in reading, language arts, math, science, social studies, P.E., Art, Music, and homeroom and in all areas of *Work Habits* for each six weeks of the entire school year.

Perfect Attendance (1st-5th Grades)

- Perfect attendance for the entire year

President's Award for Educational Excellence (5th grade only)

- An average of at least 90 in each subject area: reading, language arts, math, science, and social studies for every 9 week period in 4th and 5th grades and
- An S in all areas of *General Conduct* in reading, language arts, math, science, social studies, P.E., Art, Music, and homeroom and in all areas of *Work Habits* for every 9 week period in 4th and 5th grades.

BIRTHDAYS

We acknowledge birthdays at Yeager. To recognize your child's special day, their name will be announced during the morning announcements and they will receive a birthday ribbon. Due to state mandate regarding Foods of Minimal Nutritional Value, food items for birthday celebrations may not be brought to school. In an effort to maintain a learning environment for all of our Yeager students, we request that you not have balloons or flowers delivered to the school. Although birthday invitations cannot be passed out at school, parents can receive a student directory by joining PTO to assist in sending party invitations from home. We appreciate your cooperation with this school policy.

FORGOTTEN ITEMS

Students are encouraged to make preparations the night before so items are not left at home the next day. Students who have forgotten their class work, homework, or projects will not be permitted to come to the front office during the day to call home. If you notice that your child's class work, homework, projects, or supplies are left at home, you may bring the item(s) to school. The item(s) will be placed in the teacher's mailbox at the end of the day.

If your child forgets a required item (such as eye glasses or a house key) they will be allowed to call home. If the parent brings the item to school, the item will be delivered to the classroom area.

LUNCH VISITS

Parents are invited to occasionally have lunch with their child at Yeager. If you are planning to eat with your child, we ask that you follow a few guidelines:

- Check in at the front desk and get a visitor's nametag.
- Sit with your child at the designated "Visitor's Table" during your child's lunch. Since teachers must monitor all students during lunch time, friends will not be able to join your child at the "Visitor's Table."
- Due to food allergies and FMNV (Foods of Minimal Nutritional Value) guidelines, food and snacks can only be brought for your child. Sharing of food is not allowed.
- During the five minute "finish up" time, your child should return to his/her assigned table to ensure that they will be finished with their lunch and ready for recess.
- At the end of lunch, please exit the building through the doors in the cafeteria or through the front entrance of the building.

If your child should forget to bring their lunch to school, you may bring it during the school day. The receptionist at the front desk will have you sign in and then you may put your child's lunch in the labeled tote tray to the left of the stage area in the cafeteria where your child can retrieve it during their lunch time.

CLASSROOM VISITS

Parents are welcome to visit school. For the safety of our Yeager students, school personnel will request identification from any person on school property. Staff will ask all visitors in the building to sign in at the front desk and to wear a nametag. We appreciate your assistance with this safety procedure.

If you would like to visit in your child's classroom, we request that you make an appointment in advance by contacting the classroom teacher. You may suggest a date and time. The teacher will consider classroom activities when confirming the scheduled visit.

TAKS TEST

Third Grade students will take the TAKS Test (Texas Assessment of Knowledge and Skills) in the areas of Reading and Math.

Fourth Grade students will take the TAKS Test (Texas Assessment of Knowledge and Skills) in the areas of Reading, Math, and Writing.

Fifth grade students will take the TAKS Test (Texas Assessment of Knowledge and Skills) in the areas of Reading, Math, and Science. The Student Success Initiative of Texas states that students must pass the **READING and MATH TAKS Tests** as well as have passing grades on their report cards to be promoted to sixth grade.

THANKS

Thank you for sharing your child with us. It is our desire that we team together to better serve our students. We look forward to a wonderful school year!!

Third Grade Information

Schedule

Third Grade Triads

Collins
Mumma
Rucker

Burks
Doherty
Lawrence

Ellis
Toba
Tran

8:35-8:45	Arrival/Announcements
8:45-10:35	Class 1
10:35-11:25	PE, Art, Music
11:25-1:00	Class 2
1:00-1:30	Lunch
1:30-2:00	Recess
2:00-3:45	Class 3

Communicating with the Teacher

Tuesday will be Parent Communication Day. Your child will have a Tuesday folder that he/she brings home each Tuesday. The folder will include papers that have been graded from the previous week. Any papers with a 70 or below will need to be signed and returned along with the folder the following day. Communication Cards will be sent in the Tuesday folder to show work habits/ conduct for the week. Please sign and return with the folder.

Third Grade conference time is 10:35-11:25 A.M. To schedule a conference with your child's teacher, you may contact the school at 281-440-4914 or e-mail at:

Sherri.burks@cfisd.net

Lindsay.ellis@cfisd.net

Dinah.rucker@cfisd.net

Christine.collins@cfisd.net

Karolyn.lawrence@cfisd.net

Francisco.toba@cfisd.net

Pam.doherty@cfisd.net

Carol.mumma@cfisd.net

Trang.tran1@cfisd.net

Hot off the Press!!!!

Yeager teachers and staff now have personal web pages! Go to the link below to register.

<http://cyfair1.schoolwires.net/cyfair1/guestaccount/ageprompt.asp>

Homework

Homework is for the reinforcement of skills and concepts already introduced, practiced and/or mastered. Weekly homework will be sent home on Monday or the first day of the week. Homework should take students approximately 10-15 minutes for the Math/Science homework each evening. Homework for Reading/Language Arts should also take 10-15 minutes nightly. Students receive one homework grade in Math/Science and Reading/Language Arts each nine weeks. This grade is based upon satisfactory completion of all homework assignments. Failure to complete homework more than three times could result in an "N" on work habits on report cards.

Snacks

Your child will be allowed to bring a healthy snack to class each day. Any snack a child brings needs to be in bite sized pieces so that classroom activities are not interrupted. We ask that no candy or chips be brought. Water bottles with a "sports top" are ok for students to bring and will be the only liquid allowed in the classroom. Examples of acceptable snacks are: trail mix, grapes, carrots, dry cereal, wheat thins, pretzels, crackers, apples (cut into bite size pieces), raisins, strawberries, cheese chunks, oranges, animal crackers, teddy grahams, fish crackers.

Library

We will visit the library weekly. Each homeroom will have the opportunity to check out two books each week. The librarian will also be conducting book talks and introducing the children to new authors.



Language Arts Instruction

The third grade Literacy Program is based on the following balanced literacy components:

- Oral Language Development
- Phonemic Awareness
- Vocabulary Development
- Modeled Reading and Modeled Writing
- Shared Reading and Shared Writing
- Interactive Writing
- Independent Reading and Writing
- Guided Reading and Writing
- Reading Conferences

(Language Arts cont.)

We will use stories from the Harcourt reading series, literacy library, school library, and classroom library. The students will participate in reading workshops which will allow them to choose books to read independently. Students will be involved in group discussions, or literature circles, to analyze and evaluate the books they have read. Thematic units and author studies will provide students with an in-depth knowledge of different topics and well-known authors. Third grade students will have the opportunity to research a variety of topics using books and other forms of reference materials. Technology will be integrated into the curriculum. Writing workshops will allow students blocks of time to compose original pieces of writing using a sequence of steps known as the writing process. Students will be choosing topics for writing as well as addressing prompts.

Spelling Instruction

Your child will be given a list of spelling words on Monday. We encourage your child to take home the list and study for the spelling test on Friday. Words are grouped according to a spelling rule and the rule will be reviewed during the week.

Grading for Language Arts

Reading grades are derived from formal assessments of student work and oral reading observations made by the teacher. Teachers assess reading comprehension, oral reading fluency, and decoding strategies.

Writing grades reflect the student's ability to create a writing product that illustrates mastery of the skills taught. Each student is expected to follow the steps of the writing process to complete the product. Teachers formally assess some writing pieces, as well as observe the child's ability to follow the proper sequence of steps when composing a piece of writing. Writing grades are based on holistic scoring. Spelling accounts for 10% of the language arts grade.

Social Studies Instruction

Social studies classes will emphasize communities this year. We will begin with local communities and branch into other communities outside of our country. Students will enjoy discovering the many interesting similarities and differences among communities. When possible, teachers will integrate social studies objectives with reading and writing instruction through independent research projects, cross-curricular themes, and reading/writing connections.

Third grade social studies grades will be determined through a combination of the following:

- Daily work
- Benchmark assessments

Science Instruction

A hands-on approach will be used in science. In cooperative groups, students will be conducting experiments and applying the scientific process. The students will think critically and creatively to solve problems in a logical and systematic manner.

Your child will receive a science grade that will be determined through a combination of the following:

- Daily work
- Unit tests
- Benchmark tests

Math Instruction

The third grade math program invites students to become actively involved in their learning and the problem solving process. A variety of manipulatives will be used throughout the year when introducing new concepts and practicing math foundations. Through the use of manipulatives, technology, cooperative groups, centers, and real world problem solving, the students are engaged in learning.

Third grade students will apply their knowledge of math concepts and skills to solve word problems that present real life scenarios. Students will learn to solve these real life problems using a four step problem solving model that will help them successfully apply the math strategies they learn.

Math grades will be determined through a combination of the following:

- Tests/benchmark assessments
- Daily work
- Homework completion

Reading Relative

Parents will have the opportunity to read to their child's class. Our Reading Relative coordinator will schedule parents for Thursdays at 3:10-3:30. Parents may choose to read from their child's favorite books, or they can read from the teacher's read aloud book. Please refrain from bringing treats or prizes for the students. We encourage you to make other arrangements for younger siblings.

Author/Illustrator Visit

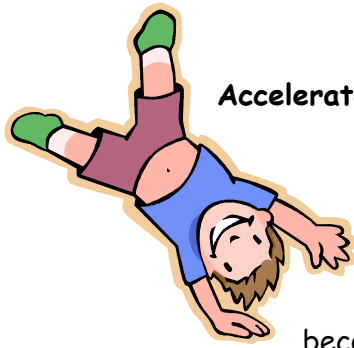
Our librarian, Amy Mitton, has been hard at work finding just the right visitor for our Yeager third graders! Jarret Krosoczka will be visiting us on January 15th.

Parent Involvement Day

On Nov. 12 our third graders will present a project to their parents on Parent Involvement Day. Our theme is "Olympic Champions". The children will create a project that crosses the curriculum, as well as involve parents on the presentation day. It is a fun day to see what your child has been learning and how they apply their knowledge.

Field Trip

Our third grade field trip is Nature Trails on December 4th and 9th. Nature Trails is a fun and hands on Science class held at Millsap Elementary School. The students will rotate through workstations with simple machines and compasses and record their findings.



Accelerated Reader

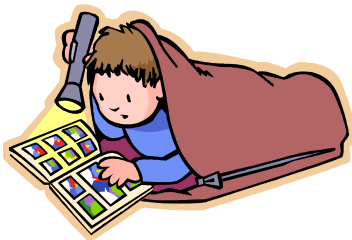


What is Accelerated Reader?

Accelerated Reader, known simply as "AR", is an independent reading activity meant to encourage students to become lifelong readers. Students read books and take short computer tests on the book. They receive points based on the number of questions answered correctly. A list of AR books can be found on the Yeager website and students can easily identify these books in the library because they are marked with a green label on the spine.

Can students take tests on any AR book?

While students are encouraged to choose books that interest them, they are also expected to choose an AR book that is a "just right book". This means that the chosen book is not too easy, or too hard for the student to read. In the library, we like to have students perform a 5 finger test. This is a test students can do to see if a book is just right for them. They start reading a book and if they find that there are 5 words they cannot read on the first page, it is too difficult for them.



When can students take an AR test?

Students can take an AR test between 8:45-3:30 and with their teacher's permission.

Can students receive adult assistance when taking an AR test?

Yes, but only to find the title of a book on the computer. Answering AR test questions is an independent activity.



Can a test on a specific book be taken more than once?

When a student completes a test, the computer program is designed to show the student the correct answers to the questions they have missed. There is only one set of questions for each test. Therefore, each student will only be permitted to take one test per book title. Again, please encourage your child to read "just right books" so that he or she is successful when taking a test.

**Please encourage your child to read a variety of books that interest him or her. Our goal is to build a love for literature, so please allow your child to choose books of their choice, whether they are Accelerated Reader books or not.



AR stars/medals that hang on a chain are given to students at the following point levels (if a 70% or higher test average is maintained)

10 20 30 40 50 60 70 80 90 100 125 150
175 200 225 250 275 300

These are earned as a continuation of points from the previous school year. If a chain is misplaced, we ask that \$1.25 be paid to replace it. This helps encourage children to be responsible and to keep up with their AR chains.

End of the Year Awards:

When your child achieves the grade level goal for the current school year, he or she will receive an end of the year award. Please note that all students are required to maintain a 70% or higher test average in order to be eligible for any awards. Grade level goals are as follows:

2nd grade - 20 points

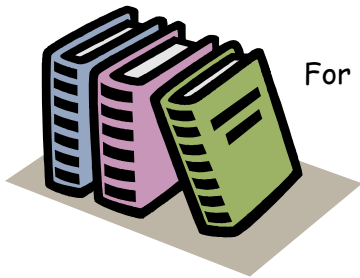
4th grade - 40 points

3rd grade - 30 points

5th grade - 50 points

A list of AR books and their point levels can be found on the Yeager website.

[www.cfisd.net /campus info/campuses/Yeager/school info/AR tests](http://www.cfisd.net/campus%20info/campuses/Yeager/school%20info/AR%20tests)



For more information about Accelerated Reader please contact:

Amy Mitton, Librarian

281-587-7515 amy.mitton@cfisd.net

Physical Education/ Art/ Music Classes

Schedules

Kindergarten: Your students have P.E. daily. They will attend Art and Music every other week. We make a switch half way through the 50-minute large group class time.

1st, 2nd, 3rd, 4th, and 5th grades: Your students will have P.E. every other day for 50 minutes. On Fridays, all students will go to P.E. for half of the large group time alternating with Art and Music for the other half.

Clothing

Please have your students wear rubber-soled shoes with a strap or closed back. This will make it safer for your students to participate in P.E. Shorts should be worn under dresses. Play clothes are preferred since they may get dirty, especially in Art. If you would like your child to bring an apron or smock, he/she will be responsible for bringing it to each art class.

Supplies

Students should come prepared to class. Art class may request certain simple supplies during the year that can usually be found at home. All students will perform in a musical production that will require costuming. Special information will be given near performance time.

Excuses

If a student needs to be excused from physical activity, please send us an excuse note. If the excuse will last for more than 3 days, you must send a doctor's note. A doctor or parent note is required for readmission to P.E. after a more serious type of injury (i.e. cast, stitches)

Rules

1. Follow the teacher's directions and be ready to learn.
2. Show respect to yourself, others, and property.
3. Hands, feet, and objects are to be kept to your self. Safety comes first.
4. Be silent when the doors are open and while changing classes.

Consequences

1. Reminder
2. Personal chat and time out
3. Conduct card signed
4. Parent contact
5. Office referral; this may also result in a report card grade change

** In certain cases, depending on the severity of the problem, the order of steps may be altered.

Thank you for your cooperation in making your student's Large Group experience a success!