

2nd 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 Specialists	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
2nd Grade	Julie Clements Lauren Fair Shannon Gillpatrick Suzanne Kelley Terri Metcalf Kathi Milam Ruth Scott Rebecca Smith Jamie Valentine

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!!

Dear Parents,

We are delighted to have your child on the second grade team! We are looking forward to an exciting year at Yeager. In an effort to keep you informed, we would like to make you aware of some procedures that will affect your child.

Daily Schedule

8:30-8:45	Student Arrival (Homeroom)
8:45-11:15	A.M. Instructional Class
11:15-11:30	P.M. Instructional Class
11:30-12:00	Lunch
12:00-12:30	Recess
12:30-2:45	P.M. Instructional Class
2:45-3:35	Large Group (P.E./Art/Music)
3:45	Dismissal

***P.M. Teacher is Homeroom Teacher*

Conferences

Yeager's phone number is 281-440-4914. You can leave messages for the teacher at any time during the day. The second grade teachers' conference period is 2:50-3:30 P.M. Calls will be returned as soon as possible.

2nd Grade Teacher Contacts

Julie Clements	julie.clements@cfisd.net
Lauren Fair	lauren.fair@cfisd.net
Shannon Gillpatrick	shannon.gillpatrick@cfisd.net
Suzanne Kelley	suzanne.kelley@cfisd.net
Terri Metcalf	terri.metcalf@cfisd.net
Kathi Milam	kathi.milam@cfisd.net
Ruth Scott	ruth.scott@cfisd.net
Becky Smith	rebecca1.smith@cfisd.net
Jamie Valentine	jamie.valentine@cfisd.net

Notes to the Teacher

When sending a note to the teacher, please remind your child that he/she should hand the note to the teacher as soon as they walk into class.

We will also try to help children not forget to take notes out of their backpacks or binders.

Please remember no rolling backpacks are allowed.

Upcoming Events:

October 12	Parent Conference Day
October 30	Field Day
November 6	Veteran's Day/Author's Visit: Peter Catalanotto
December 18	Polar Express Day/Holiday Party
February 12	Valentine's Day Party
March 8	2 nd Grade Musical
March 12	Western Day
April 23	Parent Involvement Day: "Going Buggy"

Homework

Homework is important to reinforce academic skills and establish good study habits. Homework will be sent home on each Monday. It should be completed and returned on Friday. Weekly Reading Logs and Math Fact Logs will also be due on Friday. Second graders should typically spend 20 to 30 minutes on homework each evening. Reduced homework may be given during Benchmark testing weeks.

Library Day

We will make regular weekly visits to the library to listen to and enjoy children's literature. Second graders are allowed to check out two books at a time. A "new" book may not be checked out until previously borrowed books are returned.

Curriculum

Reading/Language Arts

Our Language Arts curriculum is based on The Balanced Literacy Approach to developing reading and writing. This program blends explicit skills with language-rich literature to foster the development of independent, fluent readers, writers and communicators. A balanced literacy approach requires thoughtful decision-making. As teachers, we identify instructional needs through ongoing assessment and plan appropriate differentiated instruction. Learner-centered (student needs) and teacher-directed (grade-level TEKS and curriculum) approaches merge together to provide students with regular opportunities to engage in authentic reading, writing, and oral language activities. A comprehensive balanced literacy framework involves reading and writing *to* children, *with* children, and *by* children. As the year goes on, we gradually release the responsibility for learning to our students.

Math

The second grade math program emphasizes problem-solving and reasoning skills. It is also a second grade expectation for every child to memorize the addition facts to 18. Place value, time, money, geometry, and measurement are concepts we extend in second grade. Multiplication and division are concepts we introduce in the final nine weeks.

Social Studies

In second grade, students will explore and acquire factual and general knowledge about people and their environments. We do this by studying geography, history, economics, governmental processes, culture and behavior, and social responsibility.

Science/Health

We use a hands-on approach in exploring our science objectives. We begin the year by studying the scientific method and then applying the knowledge in other areas. We study physical science, earth science, life science and personal health. Periodically, a unit overview packet will come home with your child. This will allow you to review vocabulary and concepts with your child, but should not be viewed as mandatory material for assessment. A separate test review will be sent prior to assessment.

Technology

Yeager is fortunate to have many computers/software for second graders to use. All students will be scheduled to go to the computer lab at least once a week. Also, there are computers in the second grade area that will be part of the students' independent work. All second graders will complete a technology-oriented project during the spring semester.

Benchmarks

In addition to on-going classroom assessment, district assessments are administered periodically to the students to assess the student's progress/mastery of the curriculum. All students take the same tests, known as benchmarks, during the same time frame. All subject areas are tested several times per year. Additionally, all second graders in Cy-Fair are administered standardized achievement and cognitive tests.

Grades

Each nine weeks, grades reflect the students' mastery of the grade-level TEKS in reading, language arts, mathematics, science and social studies. A variety of daily grades, test/benchmark grades, written compositions, and spelling grades* are averaged according to the following numerical scale:

A	90% - 100%
B	80% - 89%
C	75% - 79%
D	74% - 70% (needs to improve)
F	Below 70% (did not meet expectations)

*Spelling grades count 1/10 of the total language arts average.

An S (satisfactory), N (needs improvement), and U (unsatisfactory) code is used for art, music, physical education, work habits and conduct. Homework is counted as part of work habits. A holistic system of grading is used for oral language, written compositions, special projects, etc.

Planners

Planners will be used to communicate homework assignments and upcoming tests. Daily concepts will also be indicated. It is important for the students to bring the planner to class daily.

Lunch

Second graders eat lunch from 11:30 A.M.-12:00 P.M. each day. When parents visit for lunch, they are invited to sit at the guest table with only their child. Students at the guest table should return to their assigned tables at 11:55 a.m. after silent lunch.

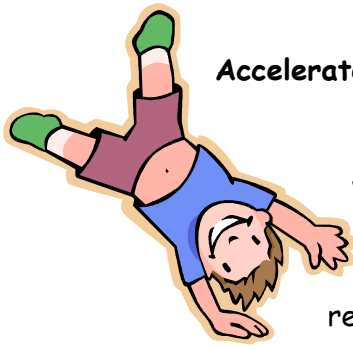
Reading Relative

We will have reading relatives in the classroom every other week for a half hour. This and other parent involvement opportunities are coordinated through the PTO.

For additional information, please see *The Answers* and cfisd.net.

We feel fortunate to be working with you as a team to provide the best cooperative educational experience for your child. Thank you so much for your involvement. If you have any questions, please feel free to contact us. Thank you for your attention and concern for your child and his/her school environment.

*Sincerely,
Second Grade Teachers*



Accelerated Reader

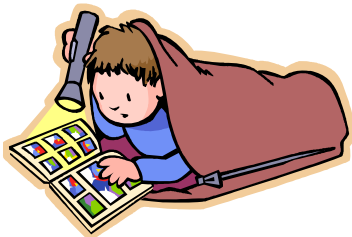


What is Accelerated Reader?

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.**



Accelerated Reader Awards

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

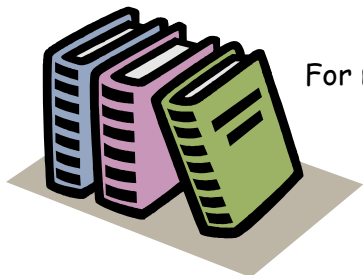
4th grade - 40 points

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!