

Mrs. Gubler's Second Grade Policies and Procedures

HOMEWORK

Each week I send home a copy of a Weekly Homework Guide. The basic schedule will stay the same but always check for changes.

Monday: Spelling and Reading homework go home. Spelling will usually be due on Friday. (Instructions for the Spelling work are on the Spelling List page.)

Reading sheets are to be turned in on Tuesday, while reading should be done every night for 10-15 minutes to improve student's reading fluency and comprehension.

Tuesday: Math goes home to be turned in on Wednesday.

Wednesday: Language goes home to be turned in on Thursday.

Thursday: Math paper goes home to be returned on Friday.

Friday: Spelling and Thursday night's Math are due. Please sign the Weekly Homework Guide and return it. There will be no written homework over the weekend.

ROUTINES

Every night your child will bring home their Homework Folder. Please check the folder every night for graded papers and announcements from school. These papers should be signed (if needed) and returned or removed from the folder so that I know that you seen them. Please do not leave papers in there once they have been graded and sent home. Also, on Monday nights I would like you to sign your child's Behavior Graph. I will give raffle tickets to students when their homework is turned in on time, including their signed Homework Guides.

CLASSROOM RULES

We have already discussed rules of respect and safety in our classroom. We have agreed on several basic rules which allow us all to be safe and able to learn at our best. My main focus in the classroom is RESPECT. I explain to students that if you are truly being respectful of others then that is the only rule that you need. When I am talking it is respectful to listen and when they are talking I will listen to them. We are also part of the district wide initiative called PeaceBuilders.

CLASSROOM MANAGEMENT

I use a chart called "How is Your Day." Each student has 5 cards with their names on them. They have 5 opportunities to make good choices about their behavior everyday. If they are having a "Great day!" their card stays on green. If I need to give them a "Warning" they will change their card to yellow. If they do not make better choices in their behavior then I will tell them to change their card to pink, which will mean loss of recess time. If they are still unable to make good behavior choices their cards could be changed to blue (loss of recess) or orange (writing a letter home.) They color in their Card Graphs every afternoon. This way you will be able to keep track of your child's behavior in the classroom. The graphs can be found in your student's homework folder. Every green day earns your child a stamp on their Pencil Chart. Along the way they earn special pencils and a free ice cream pass when they complete a chart.

If you have any thoughts or concerns about these policies and procedures, you may send me an e-mail, a note or I am available to talk on the phone before or after school. Thank you for reviewing our procedures and policies.