*St. John the Evangelist Catholic School*

*“Educating the Young with Reason, Religion and Loving Kindness.”*

*August 13, 2015*

*Dear Parents or Guardians,*

*My name is Robin Plombon and I will be your child’s teacher this year.  This is my eighth year at St. John the Evangelist and I am looking forward to working with you and your child.  Here is some helpful information you might want to keep handy throughout the year.*

*Communication*

*Please check your child’s blue take home folder each day.  All papers and notes should be sent to and from school in the blue take home folder.  One side will contain papers that should be kept at home and the other side will be for homework and papers that need to be returned to school.  A newsletter (on blue paper) will be sent home each Monday that lists the homework for the entire week plus other important information.  This information will also be posted on our class webpage, which can be accessed from the school website at* [*www.stjohnpensacola.com*](http://www.stjohnpensacola.com)  *or* [*http://gra165.wix.com/sjs-grade-2*](http://gra165.wix.com/sjs-grade-2). *You may contact me via*

*e-mail at* *robin.plombon@sjsw.ptdiocese.org**.   In an emergency you may call or text me on my cell phone (850) 292-8806.*

*Homework and Tests*

*Students will have homework Monday through Thursday (starting August 24th).   Corrected homework and class work will be sent home in the blue folder.  Please keep these papers at home.   Second grade will be using “Macmillian/McGraw-Hill Treasures” as our Language Arts program.  We will also be using the Daily 5 Literacy Program and Accelerated Reader (more information will come home soon about both these programs).  Generally, each Monday we will begin a new story in reading with a set of spelling and vocabulary words, phonic skills, and grammar skills.  Students will have a test on their spelling words, vocabulary words, and grammar and phonic skills each week, they will have a reading comprehension test most weeks.  We will alternate units in science and social studies, and study guides will be sent home for science and social studies tests.  In math, we will be using Simple Solutions for 2nd grade along with Sadlier-Oxford Math and Accelerated Math.  Students will have math homework from simple solutions, Monday – Thursday with a quiz each Friday.*

*Reconciliation and First Communion*

***Catholic students prepare and receive the Sacraments at their home parish.*** *You should register at your home parish if your son/daughter will be making their First Confession (Reconciliation) and First Communion this year.*

*Lunch*

*We are not able to heat up lunches brought from home.  Students should bring spoons or forks to school if they need them because we don’t always have extra supplies in the cafeteria.*

*Behavior/Citizenship*

*A citizenship report will be sent home each week.  Citizenship grades are:*

*1)  ABOVE AVERAGE - Student consistently treats others with kindness and respect, and takes pride in class work and homework.  Student follows school uniform requirements.*

*2)  SATISFACTORY - Student needs a few reminders each week to follow classroom rules, occasionally talks out of turn or turns in sloppy or incomplete work.  Student occasionally comes to school out of uniform.*

*3)  NEEDS IMPROVEMENT - Student needs daily reminders to follow classroom rules, often talking out of turn or visiting with neighbors and/or puts very little effort into class work and/or homework.  Student frequently comes to school out of uniform.*

*4)  UNSATISFACTORY - Student has difficulty following classroom rules, has trouble getting along with classmates, and/or puts minimum effort into class work and/or homework.  Student often comes to school out of uniform.*

***The most important rule for our class is that a student’s words or actions should not cause a problem for anyone else.*** *These additional rules are posted in our classroom:  1) We listen to each other.   2) Hands are for helping not hurting.   3) We care about each other’s feelings.*

*4) We are responsible for what we say and do.*

Students may also be given demerits (written behavior notices) for extreme behaviors or frequent disruptive behaviors.  When a student receives five demerits, they will need to attend detention on a Friday (Thursdays - when Friday is a half day).  Any faculty member at our school may hand out a demerit.

*Students earn their citizenship grade based on daily behavior in the classroom, special classes, cafeteria and playground.   Students will be rewarded for group behavior.  When everyone is on task and following classroom rules, the class will earn a star.  Stars will be accumulated and will earn the class a special reward or trip to the treasure box.*

*Special Schedule*

*Monday:  P.E. 1:45 – 2:30*

*Tuesday:  Spanish 9:20-9:40 a.m. and Music 1:00 – 1:45 p.m.*

*Wednesday:  Mass 8:30 – 9:15 a.m.*

*Thursday:  Spanish 9:20 – 9:40 a.m. and Art 1:00 – 1:45 p.m.*

*Friday:  Computer 9:45 – 10:30 a.m. and P.E. 1:45 – 2:30 p.m.*

*Lunch:  Everyday from 10:45 – 11:15 a.m.*

*Recess:  Everyday from 11:15 -11:40 a.m.*

*Grading Scale*

*Most graded papers will be marked with a percentage, not a letter grade.   See below chart for grade explanation of percentages.*

*90% - 100% A (Excellent)*

*85% - 89%% B+ (Very Good)*

*80% - 84% B (Good)*

*75% - 79% C+ (Very Satisfactory)*

*70% - 74%% C (Satisfactory)*

*60% - 70%% D (Needs Improvement)*

*59% and below F (Poor/Below Grade Level)*

*When you see the letters* ***HW*** *on a paper it stands for handwriting grade.    Assignments are weighted differently with assessments counting more towards the quarterly grade than class work and homework.*

*Uniform Reminders*

*Please be aware of uniform regulations.  All students must wear a black or brown belt with their uniform pants or shorts.  P.E. shoes should be worn on P.E days.   Athletic shoes may be worn with the regular uniform if they are predominantly black, brown or white.   Girls must wear shorts under their jumpers and wear their jumpers on Wednesdays for Mass.  Only the blue sweatshirt or red sweater may be worn in the classrooms.  Other outerwear can be worn outside on the playground when the weather is cold.   Full uniform requirements are posted on the school website.  Please mark all sweatshirts and sweaters with your child’s name.*

*Please feel free to contact me with any questions or concerns.*

*Thank You,*

*Robin Plombon*