

Second Grade Policies and Procedures

The Common Core Standards guide instruction. Emphasis will be put on the following topics and skills:

Language Arts

Reading –

- Improve comprehension- find main idea, recall sequence, organize ideas, relate story to personal experiences
- Improve word attack skills- phonics: consonant sounds, short and long vowel sounds, vowel variations, syllables, prefixes and suffixes
- Improve fluency and expression
- Use reference tools- alphabetize and classify words
- Develop an appreciation for different genres of literature
- Encourage personal reading for enjoyment

Language –

- Use capitals and punctuation correctly in written work
- Use correct grammar
- Write complete sentences on topic and develop a paragraph as the year progresses
- Write stories which are well developed, with emphasis on opinion writing, informative writing, and narrative writing.

Spelling –

- Weekly spelling tests- 14 required words – 8 optional bonus words
- As the school year progresses, students are expected to become more responsible with correct spelling in their daily work (less inventive spelling, more correct spelling of words)

Handwriting –

- Review and master manuscript letter formation
- Introduce cursive writing- 2nd semester

Speaking and Listening –

- Clearly express ideas orally
- Listen attentively

Mathematics

Operations and Algebraic Thinking –

- Understands Addition and Subtraction
- Recognize, create, analyze and extend counting patterns
- Memorizes addition and subtraction facts (sums 0-18 and differences from 0-18)
 - **Please practice these facts at home!**

Number and Operations in Base Ten—

- Skip count by 5's, 10's and 100's to 1000
- Recognize and write numbers correctly up to 1000
- Addition and Subtraction of 2 and 3 digit numbers with and without regrouping (borrowing and carrying)
- Place value (ones, tens, and hundreds place)
- Introduction of multiplication

Measurement and Data—

- Tell time to 5 minute intervals
- Count money amounts to \$1
- Measuring using standard and metric system
- Graphing

Geometry –

- Identify, describe, and draw polygons
- Identify and describe 3-dimensional shapes
- Separate shapes into equal sized parts

****Solve story problems both in writing and using mental math in all of the areas above****

Social Sciences

Science

- Life Science
- Physical Science
- Earth Science
- Space and Technology

Social Studies

- Communities
- Map Reading
- Goods and Services
- Basic Economics
- Citizenship

Homework

- Children will be given weekly homework assignments. Unfinished daily work may be sent home for completion. Makeup work for an extended absence (i.e. family trips, lengthy illness) will be given **after** a student returns. Parents are expected to assist and check over work completed at home.
- **ABC Book Club-** A separate packet explains this club. Remember –15 books read and recorded by the student and a parent’s signature is needed each month – look for the due date!!
- At various times during the year, there will be curriculum-related projects sent home to be completed and returned to school. The due date will be marked on the project sheet.

Stevenson School Home Communication (“Tiger Binder”)

- Papers will be sent home daily in the Tiger Binder. This binder needs to be returned each day and is meant to last for the entire school year. The goldenrod colored compact should be signed by all parties and kept in the back of the binder. The binder will be turned in at the end of the school year.

P.B.I.S. Program

The faculty and staff of Stevenson School are committed to showing, teaching, modeling and acknowledging student expectations to reinforce positive behavior

- P.B.I.S. (Positive Behavioral Interventions and Supports) is a process for creating a safer and more effective school. The process focuses on improving a school's ability to teach and support **positive behavior for all students**. P.B.I.S. includes school-wide procedures and processes intended for all students and all staff in all settings. Teachers use a common matrix to teach expected behaviors for positive behaviors by all adults in the school. Finally, data analysis related to problem behaviors guides actions for improvement.
- In our school we refer to our system as Tiger Traits. Tiger Trait expectation posters are displayed throughout the school.

Tiger Traits

Be Safe

Be Respectful

Be Responsible

7 Habits of Successful Students/Leader in Me

Students are learning leadership habits to meet academic goals and foster behaviors of a good citizen.

Habit 1: Be proactive, Habit 2: Begin with the end in mind, 3: Put first things first, 4: Think win-win, 5: Seek first to understand, then be understood, 6: Synergize (work together) and finally, Habit 7: Sharpen the Saw

Parent/Teacher Conferences

- Conferences are held with all parents after the first quarter of school and at the teacher's discretion thereafter.
- Report cards are sent out in January, March and at the end of the school year.

School Happenings

- **DIBELS** Testing 3 times/year
- **MAP** 4 times/year
- **Scholastic Reading Inventory** 4 times/year
- **Special Teachers-** In addition to the classroom teacher, all students receive instruction from the following teachers:
*Music teacher *PE teacher *Art Teacher *Learning Center Teacher

(The guidance counselor, speech teacher, ELL teacher, Title I teacher or resource teacher may also work with your child at some time during the year)

- **Learning Center-** The class will go to the Learning Center each week for book check-out and computer/literature activities. Books are checked out for a one-week period of time. However, books may be returned daily and new ones checked out as classroom time permits.
- **Arrival and Dismissal -** Children should arrive from 8:45-8:55 unless they are eating breakfast in which case they may arrive at 8:30. Children will be considered tardy if they arrive in the classroom after 9:00. Dismissal is at 3:15 and students should leave promptly. Check the school calendar for shortened school days. Dismissal on those days is usually 12:05.
- If you know your child will be absent or leaving early, please send a note to the teacher. You will need to sign your child out in the school office before your child will be allowed to leave the building.

Miscellaneous

- **Meals** may be paid before school in the cafeteria. Each student has a computerized account that is debited each time the child has a school meal. Breakfast is available for students before school from 8:30-8:55. You will be notified if your child's account is out of funds or low by a written communication sent home with your child from the cafeteria staff.
- The lunch period is 40 minutes – 20 minutes of eating and 20 minutes of recess
- **Birthdays-** ***Personal party invitations CAN NOT be handed out at school.*** All treats must be store bought and individually wrapped. Non-edible items are permitted and encouraged.
- **Star of the Week-** Students will be selected randomly to be the "Star of the Week". There will be a special packet of papers sent home for your child to fill out prior to your child's week.

- **Book Club Orders-** These are optional. Make checks payable to the specific book club if you are returning order forms to school. Orders can also be placed and paid for online.
- **Safety-** Please know that you are always welcome in our classroom. All visitors **MUST** sign in at the office upon entering the building and get a visitor's badge to wear. The doors to the school are locked during the day, so you will need to be "buzzed in" at the front door.
- **In case of weather related warning or other crisis, students will only be released to a custodial parent.** We cannot release students to babysitters, siblings, relatives, daycares, or buses until the "all clear" has been given. This is especially important to remember if the weather emergency comes at the end of the day when students are being picked up from school.
- **If you would like for your student to be dismissed in a way that is different from his/her usual dismissal, please call the school office before 3:00 PM, notify the teacher by e-mail EARLY IN THE DAY, or send a note to school with your child.** School policy is to send your child home according to his/her regular dismissal unless there is official notification of a change by the child's parent/guardian.
- **Medication-** A doctor's authorization is necessary for any medication to be given at school. This includes Chap Stick and cough drops! Forms are available in the school office. Medication is given only by authorized personnel or can be given by the parent.

General

- Please make sure your child has adequate school supplies during the year. It's helpful if supplies are labeled.
- Tennis shoes are essential for safe play during P.E., at recess, and for 2nd Grade Rhythms activities.
- Your child needs to have appropriate outerwear to go out for recess during cool or cold weather.
- Listen to the radio (WJBC – 1230 on the dial) during inclement weather. DO NOT call the school.
- Contact Information:
 School Number- 663-2351
 Send a note with your child***
 Email- scottalison@district87.org

**Please read the Stevenson School Handbook
for additional School and District Policies**