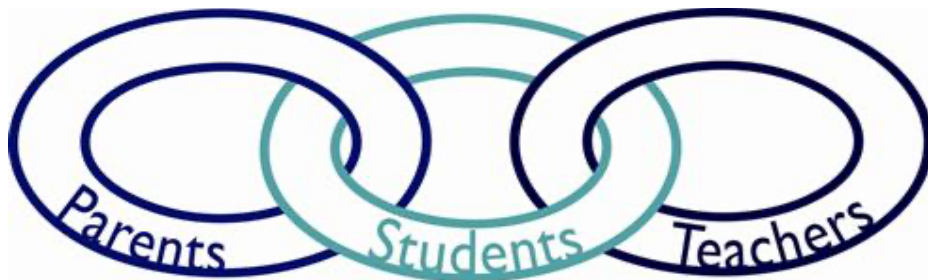


5th Grade Parent Orientation Night



Dear Parents,

Welcome to Back to School Night at APA! What an exciting first days we have had in the 5th grade! I have been so impressed with the knowledge and fantastic behavior your students have shown thus far. I am so thrilled to work with your students this year and hope to see many successes.

Tonight, we will discuss the following:

1. Attendance policy
2. CHAMPS and Card Chart
3. Learning plan procedure
4. Late/Missing Work procedures
5. Dockets and their proper use
6. Uniform policy
7. History and Science Overviews
8. Reading University
9. T.V. Free (and video game free) home.
10. Volunteer opportunities

I hope that you find this information interesting and applicable to your student's success at APA this year. Please feel free to contact me at anytime with questions or comments.

I am looking forward to a great school year!

Attendance Plan

In accordance with the APA school-wide policy:

1. If a student is unable to attend school, a parent or guardian should call the school on the day of the absence before 9:00 am to report the absence.
2. If a student needs to be absent for a special purpose that is known in advance, the parents need to fill out a "Scheduled Absence Plan" and submit it to the school administration.
3. Students who are absent for more than ten consecutive days of school may be removed from the enrolled student list at APA.

In addition to the school-wide policy, it is our classroom policy that students are responsible for any makeup work that they miss during their absence. Students will have two school days to submit the missed work. Please contact me if this is not feasible and exceptions can be made.

Classroom Management Plan

In my classroom, I feel the most effective way to see good behavior in the classroom, is to use positive reinforcement. Rewards, prizes, and other incentives will be given for great behavior.

APA's mission statement is "to provide an orderly, safe and nurturing learning environment..." To help maintain this environment, CHAMPs is the classroom management, school-wide discipline and behavior management model used at APA. The first two weeks of school will be spent teaching the CHAMPs procedures for each activity. Below is a sample of how the CHAMPs procedures works

INDEPENDENT WORK

Conversation	12 INCH WHISPER ONLY TO THOSE NEXT TO YOU ABOUT THE ASSIGNMENT
Help	RAISE HAND KEEP WORKING
Activity	COMPLETING ASSIGNMENT
Movement	GET A PENCIL HAND IN/PICK UP MATERIALS
Participation	WORKING ON ASSIGNMENT

In our classroom we also have a classroom card chart. Consistent use of the card chart enables students to control their behavior and facilitate their academic progress. Each student has 5 cards: green, yellow, blue, red and purple. The goal is for students to "remain on green." I will be periodically rewarding students who "stay on green" for a certain number of days. **Please discuss with your child the importance of staying on green, not only for the extrinsic reward, but also, for the intrinsic rewards of confidence, gratification, and other characteristics that come with success.**

Consequences for card moves:

- 1st card – “on yellow” – 5 minutes lost from recess
- 2nd card- “on blue” – 10 minutes lost from recess
- 3rd card – “on red” – 15 minutes lost from lunch One more card move and a parent is called
- 4th card – “on purple” – 20 minutes lost from recess

Past the “purple card”- student sent down to office until an adult intervention takes place.

On the back of each learning plan is a behavior chart for you to see your student’s success in classroom behavior. Please see the following page for an example of the behavior chart.

Behavior Progress Sheet

Monday	Tuesday	Wednesday	Thursday	Friday
#1 #2	# 5 # 6	# 4 # 1	# 3 # 3	# 5 # 1

Reasons for moving a card

- | | |
|-----------------------------|-----------------------------|
| 1. Learning plan not signed | 6. Missing Materials |
| 2. Uniform Infraction | 7. Missing Work |
| 3. Restroom Infraction | 8. Not Following Directions |
| 4. Tardy | 9. Disruptive |
| 5. Recess Infraction | 10. Disrespectful |

Learning Plan Procedure

The learning plan is a communication tool between parents, teachers, and students. Students have a place to record what they did in class, homework, and card moves. Notes from parents to teachers and vice versa are attached to the learning plan.

On Monday, the students will be given a new learning plan. The student will complete their learning plan with what we did in class (C) as well as any homework (S). **Parents review the learning plan each night and sign after the homework listed on the learning plan is completed. If a student is unable to finish an assignment, the parent circles the unfinished assignment and still signs.**

Students who come unprepared without a signed learning plan will be asked to move a card for being unprepared.

5th graders should typically have 50 minutes of homework in homeroom each night according to the APA school policy with 20 minutes of reading.

On the learning plan in the boxes for groups i.e. reading, math and spelling: I.W. stands for Independent work time, the amount of time given in class to work. E.T. is estimated time, the estimated time is should take to finish homework. A.T. stands for Actual Time, students will fill in the actual time it took to finish homework. This will help parents, teachers, and students monitor homework.

Late/Missing Work Procedure

Students with missing work will be asked to move a card as a reminder for being unprepared. Homework may be turned in within the term for 100 percent credit. There will be a due date for missing homework or test retakes in the middle and end of each term. Homework turned in after those dates will not be given any credit aside from extenuating circumstances.

Instructions Regarding the Docket and its Proper Use

Each student at APA has been given a docket full of color-coded folders. Each folder is labeled with a subject in the following order:

- Manila-Take home
- Red-Reading
- Yellow-Math
- Green-Science
- Orange-Spelling
- Blue-History/Geography
- Purple- Language Arts
- Manila- Music/Art
- Grey – Reading University

Please check your student's manila "Home" folder periodically for papers that have been graded and returned and are ready to stay home. The docket is a wonderful tool to teach students organizational skills that will become a valuable asset throughout their lives. Books are not allowed in the docket, as they stretch and ruin the docket. Stickers are not allowed. Please help us to ensure that these docket can last from year to year by reminding students to take good care of them. If a student's docket becomes damaged or unusable, parents may buy a new one at the front office.

Uniform Policy Enforcement

Students are required to be in uniform at school. If they are missing a uniform component such as a nametag, tie, shoes etc. they are given a form on the learning plan and a card move each day. Generally they have about 3 days to correct the problem. Then they will need to call home to get the missing component before returning to class. The office has some “rental ties” that are available to students who come to school without their own.

Science and History Content Overviews

We are excited to explore our science and history curriculums this year. As you look over the attached curriculums.

I would like to encourage all parents to supply their student with a copy of the book “What Your 5th Grader Needs To Know” by E.D. Hirsch for them to study and read from at home. It would be very beneficial to read a little from you’re “What Your 5th Grader Needs To Know” every night with your student, but it is not required.

5th Grade Science

- Scientific Method
- Classifying Animals
- Cells
- Plants
- Endocrine System
- Chemistry
- Matter, Cycling of Matter, and Earth Systems (State Core)

5th Grade History/Geography

- Mesoamerica
- Explorers
- Renaissance
- Reformation
- Feudal Japan
- Early Russia
- Golden Age England
- Civil War
- Westward Expansion
- Native Americans

Reading University

APA’s Reading University (RU) is an independent reading program. Students should be reading 20 minutes each night. Parent’s can read with their students to encourage and support reading. Each student in our class will be required to read 3 books for each term. **The pacing for this is about one book every two weeks.** Students need to

choose books **from the approved RU list for grade level 4 and up** available online at the APA website and is also stapled inside each student's RU folder inside their docket. Students may read one book per term off from the RU Log. Books read over the summer count towards RU. Books may carry over from one term to the next. For example if 4 books are read term 1, one of those books may count towards term 2. Students will write the title, author, and grade level for their book on the RU Log (or any piece of paper). Parents should verify completion of the book sign the reading log that is stapled inside the RU folder, and then students turn in the log for credit. For grading, 3 books read per term will earn an A+, 2 books will earn a C+, 1 book will earn a D, 0 books will earn an F in reading university.

TV-Free Homes

We at American Prep are promoting a TV-free and video game-free environment for our students Monday through Thursday. We will discuss it in more detail with your students. Please help them through the adjustment.

Volunteer Opportunities

There are many opportunities to help out in our classroom and I would be truly grateful for any help you are willing to give! One thing I have learned about APA parents is that the school could not survive without their countless volunteer hours. THANK YOU, THANK YOU! It is always helpful if you sign up for a specific day of the week and time. The following is a list of some volunteer opportunities. If you are interested and available, please sign up on the volunteer forms in the back of the room, or the lists circulating.

Classroom Support: This includes photocopying, filing, stapling, cutting, putting up bulletin boards, vacuuming, cleaning etc.

Academic Support Team Lead/Helpers: These individuals are responsible for helping coordinate classroom calling trees, coordinating volunteer schedule, culminating activities, field trips, etc.

Lunch/Recess Duty: If you are available to do lunch or recess on specific day(s), the instructor would truly appreciate your assistance.

Ambassador Events: 5th graders participate in 3 Ambassador events throughout the year. We need parent volunteers to guide student groups through the activities.

Thank you for your willingness to help out! I'm looking forward to a great 5th Grade year!

Child's Full Name _____

Child's Preferred Name _____

What is your current study time schedule for your child? _____

What is your goal for your child's education this year? _____

Please help me get to know your child:

What are your child's . . .

Hobbies? _____

Likes? _____

Dislikes? _____

Strengths? _____

Weaknesses? _____

What motivates your child? _____

What would you like me to know about your child? _____

Who is the best contact in the home?

Name _____

Cell Phone Number _____

Home Number _____

Mailing Address _____

Email Address (that you check daily) _____

APA Parent Volunteer Opportunities

Parent's Name _____

Email _____

Best contact # _____ Text? _____

Days/Times available _____

Select the box next to opportunities that interest you:

- Lunch Recess Monitor
- Making copies/filing/sharpening pencils
- Library Helper
- Scholastic Book Orders (1 person per term)
- Computer Lab (1 person per term, could be for whole year)
- Groups Helper (as needed, no instruction, just monitors independent workers)
 - Poetry Pass Off (one on one passing student off with poetry memorization, as needed)
 - Writing (helps with papers during in-class writing time, as needed)
- At Home Grading-- select preferred subjects: (as needed)
 - Math
 - Grammar
 - Book Reports
 - History/Science
- Culminating Activity Helper (as needed)
- Field Trip Driver/Chaperone (fall & spring, as needed)
- 5th Grade Maturation Packet Assembly (1 or 2 people for the year, as needed, supplies provided)
- AST Leader (Academic Support Team Leader) The role of the AST Leader is to provide a network of volunteers for the teacher, allowing them to focus solely on the academic program at APA. This is accomplished by coordinating volunteers for a variety of classroom tasks, fielding questions from parents, acclimating new families to APA policy & culture. The AST Leader is responsible for gathering (these) volunteer sign-up sheets, compiling them and making a master schedule. The AST Leader also creates monthly volunteer schedule calendars to send out to the parents and teacher(s) of the class. AST Leaders have frequent communication with the teacher, checking in to make sure all classroom needs are being met. AST Leaders will be required to help during Staff Appreciation Week and will receive training early in the year. AST Leader is a much larger commitment than the other opportunities. You have to be very organized and willing to put in a lot of time to get things going. AST Leaders use email communication.

Child's Name _____