

4-1 CLASSROOM INFORMATION AND PROCEDURES

Classroom Teacher: Ms. Mary Beth Kratky
Classroom Aide: Mrs. Judy Stewart

Report Card Dates: November 4th
January 20th
March 30th
June 8th

*Grading for each quarter closes one week prior to the report card date

<u>Grading System:</u>	A	96%-100%	C	74%-80%
	A-	93%-95%	C-	70%-73%
	B+	91%-92%	D+	67%-69%
	B	87%-90%	D	63%-66%
	B-	84%-86%	D-	60%-62%
	C+	81%-83%	F	59%-below

Monthly Newsletter: You will receive a Monthly Newsletter written by me, informing you of any upcoming projects, important tests, classroom needs, field trips etc. This is my way of keeping you connected with what is occurring in **our** 4th grade classroom every week. The newsletter will also be posted on our classroom web page.

Monday Folder: Every Monday your child will receive a folder of graded papers. It will include all the assignments, activities, tests, and quizzes, from the previous week. Although I do not require you to sign it, I do ask that you review it with your child every Monday. By this work folder and OPTION C, you and your child should be able to keep track of current grades.

*This folder needs to be emptied and returned every Tuesday.

Weekly Conduct: Included in every Monday Folder will be a running weekly conduct grade.

Discipline:

Students will be disciplined as a group and individually. The class will be rewarded on a daily/ weekly basis for following rules, completing assignments efficiently, and working quietly.

If one child is being disruptive in the classroom, he/she will be given verbal warnings and will be removed from his/her table group. If the disruptive behavior continues, a possible conference with principal and parents will be necessary, and a Behavior Notice or Detention may be issued.

Excessive misconduct will be handled according to the policies stated in the Parent Handbook.

* Quarter grades in conduct will be an average of the Weekly Conduct grades unless a severe incident occurs. The report card grade will then be lowered significantly.

Option C:

Option C is a web-based program where you may check your child's current grades. Grades for 4-1 students are usually updated by Sunday evening of every week. Therefore you may compare grades in your child's "Monday Folder" with those recorded on OPTION C.

First Semester
Test Correcting
Policy:

In Quarters 1 and 2, if a student receives below a 74% - C on a test, he/she may correct it at home and return it to me by the Friday of that week. If the test is correct, the grade will be raised to a 74% - C. **This opportunity will only be available for the 1st and 2nd Quarters.**

Homework:

Students will be given approximately 30-45 minutes of daily homework. However, if a student does not work efficiently on assignments given in class, time at home may be needed to complete them. Homework is usually due the next day unless otherwise specified.

If an assignment is not completed and submitted on the due date, it will be accepted a day late, but the grade will be lowered 10% each day the assignment is late.

Absences:

When your child is absent, his/her daily assignments will be recorded on a form by another student and me, however your child is responsible for obtaining any missed notes from class discussions. This work can be picked up **after school**.

Student Birthdays:

"Goodies" such as cupcakes, marshmallow treats, muffins, doughnuts, or cookies are welcome and must be shared with all students in **our** 4th grade classroom.