



Parents and Guardians,

Welcome to 2<sup>nd</sup> grade! My name is Mrs. Zaper, and I will be your child's teacher this 2023-2024 school year. I look forward to getting to know all of my new students and families. We are going to have a great year!

### **MAILBOXES**

Each student has a mailbox in our classroom. We use the students' mailboxes to keep graded/checked classwork, and school/classroom notes. Students will check their mailboxes each afternoon, before leaving for the day, and take home any papers from their mailbox. **Please make sure to check your child's "home" folder each evening for any important papers.**

### **Weekly Newsletter**




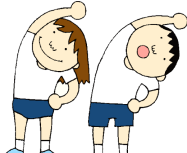
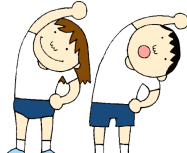
Every Friday I will be sending home and emailing our classroom weekly newsletter. This will give you information on the topics we will be covering the following week. I will also include important reminders or events for that week. I will be using the emails that are on file in our ASPEN system. If I do not have one for you, I will send a note home. Also, if there is an email that you would prefer I use, please let me know. (The emails in ASPEN are the ones that you filled out on the emergency forms).

### **\*Weekly Classwork\***

Reading, Math, and Science have weekly skill work that is to be worked on daily, the first 10 minutes of class. We will complete a set together the first week of school so they understand how to complete them. I am still explaining each daily activity until they become familiar with them and they will work towards completing their work independently.

# 2<sup>nd</sup> GRADE

## ENRICHMENT SCHEDULE

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
THEATER 	THEATER 	Art 	P.E. 	P.E. 

## DAILY SCHEDULE

8:00-8:10	HOMEROOM
8:10-9:10	Reading
9:10-10:10	Writing
10:10-10:30	Math Talks
10:30-11:15	RECESS/LUNCH
11:15-12:25	Math
12:25-12:55	Social Studies
12:55-1:55	Science
2:55-3:00	HOMEROOM/DISMISSAL

## BATHROOM BREAKS

We will take two bathroom breaks a day. Students can always raise their hands and ask to go to the bathroom, when need be, throughout the day. If you would like to send your child to school with a water bottle to keep on their desks, please feel free.

## CLASSROOM LIBRARY

When students have finished their classwork, they can choose a book from our classroom library to read, quietly, at their desks. Students can also bring a book from home to read, instead of choosing a classroom library book. Students are to keep library books on top of their desks, at all times, so they are always



readily available. Students can have one library book on top of their desks, at a time. Students should not take any classroom, library books home.

### **Individual Rewards**

Students that model positive behavior and follow classroom/school rules will be given a ticket. On Friday, I will draw 5 tickets and those students will be allowed to pick a treat from my bucket. Anything in that bucket will be taken home. Students are not allowed to eat any treats in class. I will also have non-edible items in the bucket as well.

### **GROUP/TABLE REWARDS**

We will also have table rewards. Tables that are working together and following our rules and expectations will be given a ticket. I will draw 2 tickets from the table jar and those students will select a treat from the bucket.

### **WHOLE CLASS REWARDS**

As a class we are striving to reach small goals of 25 points. Each time the class is following the rules and classroom guidelines, they will be rewarded a point. After 25 points are reached our class will select a reward.

### **GRADING SCALE**

A = 90% - 100%

B = 80% - 89%

C = 70% - 79%

D = 60% - 69%

F = 59% and below

Grades are entered into Aspen on a weekly basis.



**Retakes:** If a student scores a 59 on an assessment, they will be able to retake the assessment. However, the new score cannot exceed 70%. Even if they score above 70%, the highest score entered into Gradebook will be 70%.

## **GRADING CATEGORIES AND WEIGHTS**

### **Math & Reading**

Classwork- 10%

Assignments- 40%

Assessments- 50%

### **Writing**

Assignments- 100%

- Students will be expected to complete a specific writing skill at the end of the week, independently. Their grade will be dependent on how well they complete that skill. A rubric will be sent home along with the work.

### **Science and Social Studies**

Classwork/ Assignments 100%

- Most of the work in these subjects will be completed together. Students will complete some things independently but will not be taken for a grade. We are focused more on exposing them to these topics and preparing them for these subjects in the upper grades.

### **Homework**

Homework will be assigned regularly throughout the week. All homework will be written down in your child's planner so please check that on a nightly basis. In the beginning of the year, many children will need help reading the directions of an assignment before they can work on their own. As the year goes on, they may begin to be able to read and understand the assignment on their own. I strongly advise that your child completes the homework independently.

# 2<sup>nd</sup> GRADE

- **Reading-** your child's most important task is to read on a nightly basis. Each night, your child's reading homework will consist of reading independently for 20 minutes. I will be sending something home for them to practice reading. Everyone does not have a sufficient amount of books, at their child's level, to read at home. Therefore, I will provide each student with something to practice.
- **Math-** your child will be assigned a Math worksheet from our Math book to be completed and returned the following day. The assignment is a review from the skills/ strategies taught in class. The lesson that was completed in class will also be sent home so that you can review it if needed.

**\*\*\* If your child is struggling with the concept or skill from that day, please know it is ok to let them struggle. They can do as much as they can on their own and you can write a little note at the top letting me know of the struggle.**

- **Student Planner-**We spend a lot of time learning how to effectively use the student planners. Every school day we will write our homework assignments for Reading and Math. Reminders or notes may also be written in the planner.

**\*\* Make sure your child's planner is checked every night, and returned to school every day.**

## **Attendance & Arrival**

Being at school every day is extremely important to your child's success and quality of education. Your child will arrive and be dismissed through the doors closest to the playground.

Student line up time is at 7:55am and students will enter the building at 8:00 am. If you arrive and the playground doors have already been closed, then your child will need to report to the main entrance for a tardy slip.

Our day of learning begins promptly as soon as we enter and unpack for the day.



Please make sure that your child is on time and in our line prior to entering the school building.

Absent Work-If your child is absent, all missed work will be sent home when the child returns to school. For every 1 day absent, your child will have 2 days to complete and return the work. Absent work cannot be sent home prior to an absence. Please be aware that when a student is absent all work may not be able to be sent home as there are many discussions and hands on applications during class time. If a student is absent frequently and missing class time, grades may be affected.

As always, I appreciate your support, and look forward to a great year! If you have any questions, please feel free to email at the address below.

Sincerely,

Mrs. Jeanne Zaper ([jrzaper@cps.edu](mailto:jrzaper@cps.edu))