

2nd Grade Syllabus

2008-2009

Augusta Circle Elementary School
Mrs. Catherine Koysza

Grade Level Standards in Each Subject

You can find these standards at <http://ed.sc.gov/agency/offices/cso/>.

Instructional Materials and Resources:

Math	Reading/Writing	Social Studies/Science/Health
<ul style="list-style-type: none"> • Houghton Mifflin <u>Mathematics</u> text • daily assignments • unifix cubes • plastic money • pattern blocks • hundreds chart • numbers line • rulers • calculators • graphs • student clocks • base ten blocks • other appropriate manipulatives • Activboard flipcharts • computer and computer lab 	<ul style="list-style-type: none"> • Houghton Mifflin <u>Reading</u> text • Accelerated Reader • Houghton Mifflin leveled readers • Houghton Mifflin phonics readers • Houghton Mifflin read-aloud CDs • trade book sets • foam letters • book baskets • writer's notebooks • reading response journals • pocket charts • publishing materials • student dictionaries • big books • books on tape • Activboard flipcharts • computer and computer lab 	<ul style="list-style-type: none"> • Macmillan/McGraw <u>Science</u> text • Houghton Mifflin <u>Social Studies</u> text • Harcourt <u>Health and Fitness</u> text • Houghton Mifflin leveled readers • science kits • journals • science lab and lab materials • Activboard flipcharts • computer and computer lab • trade books

Major Assessments: Evaluation of Student Progress

In addition to using traditional tests, quizzes, and projects, I evaluate student progress through daily grades on classwork when appropriate. I also assess students throughout the year using checklists, teacher observation, writing conferences, students work samples, rubrics, and running records. Report card grades are determined in the following ways:

<p><u>Reading</u> 60% = Minor Assessments (Comprehension Skills, Integrated Themes Test, Retelling) 40% = Major Assessments (Theme Skills Test, Reading Quizzes)</p>	<p><u>Language Arts</u> (<i>Writing, Research, Communication, Language Skills</i>) 60% = Minor Assessments (Response Journals, Writing Process, Writing Rubrics, Writing Prompts) 30% = Major Assessments (Writing Selection, Language Test) 10% = Spelling Assessments</p>	
<p><u>Mathematics</u> 60% = Minor Assessments (Quick Checks, Classwork) 40% = Major Assessments (Chapter Tests, Benchmark Tests)</p>	<p><u>Social Studies</u> 60% = Minor Assessments (Quizzes, Classwork) 40% = Major Assessments (Unit Tests, Projects)</p>	<p><u>Science/Health</u> 60% = Minor Assessments (Quizzes, Classwork) 40% = Major Assessments (Unit Tests, Projects)</p>

Grading Scale:

This scale is determined by the State of South Carolina and used by Greenville County Schools.

A	93-100
B	85-92
C	77-84
D	70-76
U	69 or below

Student Records

Student permanent records are located in the main office and available to teachers and other authorized school staff. Report cards, standardized test records, examples of a student's writing, and major Language Arts and Math assessments are kept in the student's permanent record in the office.

Homework Policy

Students have daily homework assigned each week. Students are expected to complete homework each night and return it to school on Friday. If homework is not completed, the student will receive a note home and will walk laps at recess. Please help your child be a responsible student. Greenville County Schools' policy on homework states that second graders should have 15-30 minutes of homework nightly. This does not include reading time or work on long term projects. Please let me know if your child's homework is taking longer than the allotted time so that we can work to figure out why this might be occurring.

Missed Work Policy

Students are expected to make up any work that is missed due to an absence within one week. If the absence is extended, I will make special considerations for that student. If the absence is planned, please allow a five-day notice for assignments to be prepared in advance.

Attendance and Tardy Policies

Students begin entering the classroom at 7:50, and they are marked tardy if they arrive after 8:00. Because we begin working as soon as students enter at 7:50, students should be prompt in order to make the most of their time each day. South Carolina law states that any absences over 10 days require a medical excuse.

Building Responsible and Respectful Behavior

My goals for your child are to build self-discipline and respect for others and to develop individual responsibility. Clear and consistent expectations and routines provide a framework for responsible student behavior. As a class, we will create our own rules during the first week of school. Students will sign the "Cool Cat Code of Conduct" as a pledge to follow classroom rules.

My ultimate goal is to build a community of learners who respect one another and work peacefully in our school environment. In our classroom, I encourage positive behavior through verbal praise. I make it a part of my daily routine to notice children making good choices and to provide them with sincere praise for a job well done. If a child shows unacceptable behavior in the classroom, I talk with the child to help him/her determine a better way to handle the situation, and I redirect the child to behave appropriately. If the student continues disrupting the class, the student will face appropriate consequences (removed from the group, loss of privileges, loss of recess playtime, etc.) I will send a note to the parent, call the parent, or if needed, notify the principal. Each Thursday, you will receive a Weekly Update in your child's Cool Cat Folder. The Weekly Update will keep you aware of how your child is behaving in school each week. This should be discussed with your child, signed, and returned to school the next day.

It is important for each child to know he/she is an integral part of our classroom community. As a result of this responsibility as a member of our group, I expect each student to act appropriately and kindly, simply because it is the right thing to do.

Procedures for Non-Instructional Routines

Arriving Late—If a student arrives after 8:00, he/she should stop by the office to receive a late slip.

Fire Drill—We have one fire drill each month to ensure that children know how to exit the building safely in the event of a fire. When the alarm sounds, we line up at the door and move quickly down the hall, through the office, down the steps, and to the fence. We remain in line until we are given further instructions.

Walking in Line—Students are to walk single file on the right side of the hallway to ensure that passing classes can move through the hall easily. Students are not to talk while they are in the hallway to ensure that students in other classrooms can work undisturbed.

Lunch—Students choose from three different meals each day. At lunch, the first ten minutes of lunch is silent to ensure that students are able to eat all of their food. After ten minutes, students can talk quietly with their friends beside them.

Paying for lunch by the week or month makes it easier for your child to keep up with money. Please send money in a marked envelope. Breakfast is served daily from 7:30-7:50 in the cafeteria.

Breakfast and Lunch

Breakfast (Daily) \$.85
Lunch for the week \$8.75
Lunch (Daily) \$1.75
Adult Breakfast \$1.50
Adult Lunch \$3.00

Parents are welcome to eat lunch with students. They should call or send a note to the school cafeteria the morning they plan to eat to make reservations.

Toys and Electronics—Students are not to bring toys cards, games, valuables, electronic games, or cell phones to school unless specified by the teacher. Any of these items brought to school will be held by the teacher.

Communication with Parents

I communicate with parents in a number of ways. Weekly homework packets are sent home on Mondays to list homework assignments and to inform parents of what is happening in the classroom. Weekly Updates are sent home each Thursday. Notes, email, and phone calls are used to communicate with parents personally about their child. I hold conferences in October to share student progress with parents, and I am available to confer with parents at any other time during the year. I also post information including newsletters and homework on my web page (<http://teacherweb.com/SC/AugustaCircle/Koysza/index.html>)

Feel free to contact me throughout the year as questions, concerns, or ideas arise.

Phone **355-1200**

(Leave a message with the office, and I will do my best to contact you within 24 hours.)

Email cblack@greenville.k12.sc.us

(This may be the easiest way to contact me as I check my email after school each day.)