

5<sup>th</sup>/6<sup>th</sup> Parent  
Reference  
Guide



This guide was developed to inform you of procedures and provide you with answers to some of the most frequently asked questions regarding 5<sup>th</sup> and 6<sup>th</sup> grade. Please refer to this guide if you ever have any questions, but don't hesitate to contact the teachers if you need further clarification. In addition, if you have questions about other school policies which are not covered in this guide, please refer to the student handbook in the front of your child's agenda. Please remember that these policies and guidelines are subject to change throughout the year. We look forward to a very positive and productive year with your child.

5/6 Team

Kristin Bellinger, Haley Carlson, Emily Gehrt, Jenna Meyer, Madison Picolet, Megan Todd, and Wendy Willi

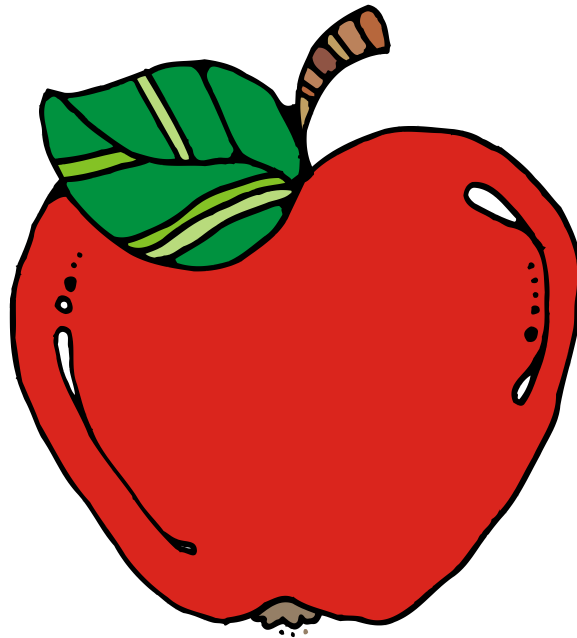
## **Table of Contents**

Contact the Teachers.....	3
Agendas.....	4
AM (Accelerated Math) .....	4
AR (Accelerated Reader) .....	5
Assessments.....	5
Attendance .....	5
Band .....	6
Book Orders.....	6
Classroom books .....	6
Concerts.....	6
Discipline/Citizenship.....	7
Drinks.....	7
Field Trip.....	7
Homework.....	8
Homework Helpers .....	8
Newsletter .....	8
Parent/Teacher Conferences .....	8
Parties .....	8
Personal Property.....	9
Progress Reports.....	9
Schedule* .....	9
Sickness.....	9
Student Handbook.....	9
Study Hall.....	10
Summer School.....	10
Theme Class (Science, Social Studies).....	10

## Contact the Teachers

Your child will be working with many teachers throughout the school day, but if you ever have any concerns your child's homeroom teacher should be your first contact. E-mail is probably the quickest way to communicate with teachers. However, if you would prefer to talk to the teachers, the best time to contact us by phone is from 8:15-9:15 a.m. or after 3:30 p.m. The number to call is 494-2482. Our email addresses are:

Kristin Bellinger: [bellink@rockcreekschools.org](mailto:bellink@rockcreekschools.org)  
Haley Carlson: [carlsonh@rockcreekschools.org](mailto:carlsonh@rockcreekschools.org)  
Emily Gehrt: [gehrte@rockcreekschools.org](mailto:gehrte@rockcreekschools.org)  
Jenna Meyer: [meyerj@rockcreekschools.org](mailto:meyerj@rockcreekschools.org)  
Madison Picolet: [picoletm@rockcreekschools.org](mailto:picoletm@rockcreekschools.org)  
Megan Todd: [toddm@rockcreekschools.org](mailto:toddm@rockcreekschools.org)  
Wendy Willi: [williw@rockcreekschools.org](mailto:williw@rockcreekschools.org)



## Agendas

St. George Elementary provides every 5<sup>th</sup> and 6<sup>th</sup> grade student an agenda in which they can record their daily work and homework assignments. Students must always have their agenda in their notebook as time is set aside during every class to notate assignments. Time is also allotted at the end of each day to review daily assignments in all classes and ensure students have needed information recorded in their agendas. Hall passes, located in the back of each agenda, are to be used by students when leaving class for any reason.

Agendas are usually not the best way to communicate with teachers as students often forget to share the notes with the teachers.

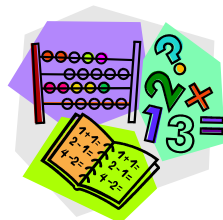
## AM (Accelerated Math)

AM is a computerized math practice program that allows students to work at their own pace on specified skills, or objectives. Students complete a practice, fill in a computer scan card, and run the card through a scanner. When practices are scanned, a print out called a TOPS Report will print along with the next practice. TOPS reports are to be handed in to math teachers so each student's teacher may review progress; however TOPS reports are returned to the students so they may share with parents.

5<sup>th</sup> and 6<sup>th</sup> grade students are required to complete at least two AM practices every week. Practices scoring below a 70% will not count toward required weekly assignments and students will be required to make-up the practice within a week or it will be recorded as a 0%. If students complete more than the two assigned practices each week those extra practices will be counted as extra credit.

Since students are allowed to progress at their own pace, there may be instances when they receive a practice with information that has not been formally taught in class. We anticipate this and expect students to have questions. We strongly urge students to seek assistance from teachers, the Math at Hand (our classroom math reference book), and/or their parent(s).

Students are tested about once a week on AM objectives to assess mastery. Students with an average test score less than 70% for the year will be considered for summer school.



## AR (Accelerated Reader)

AR is a computerized program that tests reading comprehension. Students are required to read two AR books per month at their assigned reading level. The teachers will set reading levels with students after the first month of school and will readjust levels periodically during the school year.

To vary the types of books read, students are assigned the type of books they are to read each month; for example two novels, one novel and one non-fiction book, one novel and one biography, one novel and a book of their choice at their level, etc. Monthly requirements for AR are below:

August/September: Library Bingo	February: 1 novel & 1 biography
October: 1 mystery novel & 1 NF (History 900-999)	March: 1 novel & 1 NF (Technology/Arts & Rec 600-799)
November: 1 novel & 1 biography	April: 1 novel & 1 NF free choice
December: 1 novel & 1 free choice	May: 1 novel
January: 1 novel & 1 NF (Animal/Insect/Dinosaurs 500-599)	

Students must score at least a 70% to pass an AR test. A grade is also recorded in reading class for completed AR goals. Students who read and pass both AR tests for a month will receive 100%, one test – 50%, and no tests – 0%.

We participate in the Book-It program with Pizza Hut. Students who complete their monthly AR goal earn free personal pan pizza certificates during Book-It months.

## Assessments

In the spring, students in both 5<sup>th</sup> and 6<sup>th</sup> grade will take the Kansas ELA, Math, Science, Social Studies, and Writing assessments. More information will be sent home as time draws near. Assessment scores are one indicator used to determine placement in Summer School.

## Attendance

**Students are counted tardy if not in class by 8:10 am.** Students are counted ½ day absent if they arrive at school after 9:05 or leave before 2:30. If your child will be absent or tardy, please call the office before 8:30 at 494-2482. Please make sure that homeroom teachers and office staff are aware of changes to your child's end of the day routine. Upon return to school, we will provide your child with work they missed while absent. *Please see page 3 of the student handbook in your child's agenda for more information regarding attendance.*

## Band

5<sup>th</sup> and 6<sup>th</sup> grade students are able to participate in band. Band is every afternoon. 5<sup>th</sup> grade band students begin the year with sectional practices and progress to whole group band by the end of the year.

## Book Orders

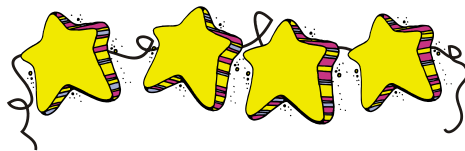
Book orders will be sent home periodically throughout the year. Due dates for each order will be noted in the weekly newsletter. You may pay for books by cash or check; please make checks payable to Scholastic. Points are earned through the book orders which allow classes to order new books for classroom libraries.

## Classroom books

Each classroom has a set of Dictionaries, Writer's Express and Math at Hand reference books as well as a classroom library of novels. Students are permitted to check out reference books for nightly use, but must return the book the next day. Students are permitted to check out books from classroom libraries and may use the book until they have completed reading, but must return the book in good condition when finished. Please make sure any school books found at home are returned to school so they may be used by others. *If a classroom book is lost by a student, he or she will be expected to provide a replacement.*

## Concerts

5<sup>th</sup> and 6<sup>th</sup> grade students will have one music concert during the year. Students participating in band and Honor Choir will have additional concerts in which to perform. **Attendance at the music and band concerts is required as students receive a grade for their participation and performance.** Information regarding concerts will be announced as the concerts approach.



## Discipline/Citizenship

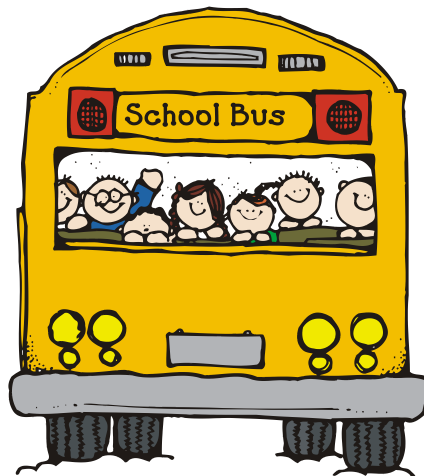
Students are given a weekly grade for citizenship. However, citizenship grades do not affect academic grades. Citizenship grades are based upon a system in which students can receive marks for failure to observe class rules and policies. Weekly summaries of marks will be sent home every Friday with the newsletter. To recognize students that demonstrate positive citizenship by receiving less than 7 marks, a weekly reward recess will be given. Students not demonstrating positive citizenship as a result of receiving 7 or more marks will miss the reward recess. If a student receives 9 or more marks, in addition to missing recess, they will also eat lunch in the office. Any of the following may be used to address discipline problems that may occur: verbal warning, conference with the student, mark in citizenship book, parent contact by phone or note, referral to principal, or suspension/expulsion. *Refer to the student agenda for specific school policies regarding student conduct.*

## Drinks

Students are allowed and encouraged to bring water bottles to school. However, juice, sports drinks, and soda are not allowed.

## Field Trip

Students may be denied the opportunity to attend field trips and special activities for disciplinary problems, failure to complete required assignments, or failing grades. Students not attending the field trip or activity are expected to attend school and complete required work on that day. **If a parent chooses to chaperone a field trip, it is our policy to not allow siblings to attend.**



## Homework

An assignment will be considered late if it is not handed in by 8:15 a.m. Each trimester, students will be given three "Assignment Warning Coupons" which will allow one additional day to complete an assignment. At the end of the trimester, any unused coupons can be redeemed for extra credit in reading, math, language arts, or theme.

Students may be required to stay in from one recess or other activity to complete late work. Students may receive a deduction of points for late work and all late assignments must be handed in no later than one week of the original due date, or the assignment will be recorded as a zero.

Occasionally students will be given the opportunity to re-do an assignment on which they scored poorly. Students will be given no more than one week to re-do the assignment and hand it back in for an averaged grade.



## Homework Helpers

After school Homework Helpers is available to students needing additional assistance. Students will be referred to after school sessions on an individual basis based on class performance and homework completion. Homework Helpers is 3:30-4:45pm Monday thru Thursday. Students must be picked up promptly at 4:45 unless other arrangements have been made with the teacher.

## Newsletter

Informational newsletters will be sent home weekly on the same page as the citizenship report. **Please sign and return with your child the following school day.**

## Parent/Teacher Conferences

St. George Elementary's fall parent/teacher conferences are scheduled with all parents. Spring conferences are arranged on an as-needed basis. If you are scheduled for a conference time that does not work for you, simply contact the office to reschedule. Conferences may also be scheduled at any time of the year if parents or teachers have concerns. *Refer to the student handbook for more information.*

## Parties

Students are welcome to bring treats to celebrate birthdays, but it is not a requirement. Classes may also have seasonal parties a few times throughout the year.



## Personal Property

Students need to leave valuable personal property at home. For example: Kindle, DS game systems, iPods/iPads. Student cell phones need to be off and in backpacks during school hours. If there is an emergency and you need to reach your child, contact the school directly. We are not responsible for damaged, lost, or stolen personal property.

## Progress Reports


Grade information for all students is accessible to parents on PowerSchool. Parents will receive a password and login information at the beginning of the year so student progress may be monitored. A printed Progress Report will only be sent home on the last Friday of every month. Progress Reports will be printed on the same page as the Newsletter and Citizenship Report. Please sign and return reports to school with your child the following school day. If you have questions regarding your child's progress, feel free to contact the teachers. If you misplace your login or password information, contact the office.

Non-custodial parents may request a copy of all newsletters and progress reports. **Please notify the office if you would like to begin receiving these reports.**

## Schedule\*

\*subject to change

7:55-8:05	Morning Meeting in the Gym
8:05-8:15	Check-In
8:15-9:30	Music/P.E./Computer/Counselor/Library
9:35-10:35	Math
10:35-10:50	Recess
10:50-12:25	ELA
12:30-1:00	Lunch
1:00-1:15	Recess
1:20-2:20	6 <sup>th</sup> Band/Study Hall & 5 <sup>th</sup> Theme
2:20-3:20	5 <sup>th</sup> Band/Study Hall & 6 <sup>th</sup> Theme
3:20-3:30	Homework Check
3:30	Dismissal



## Sickness

To prevent the spread of illnesses, students should not return to school until 24 hours have passed after a fever has broken or after the last vomiting episode. *Please refer to the student handbook for more information regarding student sicknesses.*

## Student Handbook

Please refer to the Student Handbook section in the front of your child's agenda for additional school policies and procedures. If you have any questions regarding the handbook, contact the school principal.



## Study Hall

Students not participating in band will have a study hall period. During study hall, students will have time to finish assignments given throughout the day. Students should also use study hall to work on AM and AR.

## Summer School

Many factors are considered when determining if a student is placed on the summer school list. Foremost are the state assessments. However, assessments are not the only criteria used to determine summer school attendance. Classroom performance and grades will also be considered. Any student with a D or F on their year-end report card and/or who does not meet the exiting levels outlined below will also have summer school. This means that a student may do well on the assessment, but still be on the summer school list. The chart below outlines the minimum exiting proficiency levels required of students at the 5<sup>th</sup> and 6<sup>th</sup> grade. If your child is being considered for summer school, notices will be sent in the fall and/or spring.

<b>Math</b>	<b>%/Level</b>	<b>Reading</b>	<b>%/Level</b>
AM Practice average	70%	AR Reading Level (Growth of one grade level)	+1.0
AM Test average	70%	AR Comprehension Average	70%
AM Objectives Mastered (70% of total objectives)		Desired Fluency Rate by May	
* 5 <sup>th</sup> objectives mastered	125	* 5 <sup>th</sup> Words Per Minute	120-175
* 6 <sup>th</sup> objectives mastered	150	* 6 <sup>th</sup> Words Per Minute	135-190
Classroom Assessment average	70%	Classroom skills assessment average	70%

## Theme Class (Science, Social Studies)

Science and Social Studies are taught during Theme time. During Theme units, students will rotate among the classroom teachers and participate in units based on the state science and social studies standards.