  

**Parent Folder**

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 Third Grade Due Dates

 2020 - 2021

**Poem Due Dates:**

\* Children may recite early (if they are ready) at the teacher’s discretion.

Thurs., Sept. 26

Thurs., Oct. 24

Thurs., Nov. 21

Tues., Dec. 17

Thurs., Jan. 30

Thurs., Feb. 27

Thurs., Mar. 26

Thurs., Apr. 30

Fri., May 15

![C:\Users\KKeely\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\O8JUDA49\MC900439818[1].png]()**Book Report Due Dates** 

 **Pre-approval Form Book Report**

 **Due Due**

Narrative Report: Thurs., Aug. 22nd  Thurs., Oct. 3rd

Mystery Report: Thurs., Oct. 10th Tues., Nov. 26th

Country Report: ***Timeline of due dates***

 Choice of Country Thurs., Jan 9th

 Pre-approval form ~ Get 3 sources by: Wed., Jan. 15th

 Country Report & Bibliography Thurs., Mar. 5th

 **Presentation Poster** Mar. 6th – 12th

Biography Report: Thurs. Mar. 26th Thurs., May 7th



**Book Log Due Dates** (Page amounts are minimums)

1st Quarter – Oct. 8th (300 pages) 3rd Quarter – Mar. 11th (400 pages)

2nd Quarter – Dec. 17th (300 pages) 4th Quarter – May 14th (400 pages)

**Welcome to Third Grade** ![MCj04390460000[1]]()

Dear Parents,

My name is Mrs. Kristy Keely and I am so excited to be your child’s teacher this year! Let me tell you a little bit about myself.

I’ve been teaching at Valley Academy for over twenty years! I began teaching here at the sixth grade level and taught that for four years and moved to third grade. I have two children, Megan and AJ. I am happily married to my husband, Brad, for over twenty years. I am thrilled to be back again teaching the third grade!

My undergraduate studies were at Long Island University, the Brooklyn Campus, where I received a full athletic scholarship for softball. I graduated Cum Laude with a B.S. in Elementary Education with a minor is Psychology. I also am a Spalding Certified Teacher.

Communication between parent and teacher is so important. If you need to get in touch with me, please feel free to send a note or leave a message on my voicemail at 623-516-7747 ext. 206. My email is kkeely@valleyacademy.com. I also like to use the homework planner as a communication tool. Be sure to sign the planner every night. It is part of your child’s homework. It is a good way to see what your child is working on and communicate with me.

If you go on Valley Academy’s website and click on my name, you will find my weekly newsletter called **Keely’s Korner**. I will also send home a paper copy each week on purple paper.

In the following pages, I would like to familiarize you and your child with our school calendar, due dates, some of the procedures in the classroom.

**Drop-Off **

Morning supervision of your child **begins** promptly at 7:45am, Valley Academy time. If you drop your child off at school any time before 7:45, even if it is just five minutes early, they must go to Coyote Club. (Parents will not get charged from 7:30-7:45am) When the 8:00 bell rings, it is time to line up in our designated line.

 **Attendance ![MCj03595750000[1]]()**

Each day will begin with attendance at 8:05 am. Any child who arrives between 8:05 and 8:15 will be marked tardy.

If you drop your child off at 8:15 or later, you will need to take your child to the office to sign in. They cannot get into the classroom without first being signed into the office and must have a pass to enter the class.

**Absences**

If your child is absent, he or she needs to make up the missed work. Your child has one day for each day missed to complete the missed work. If absent two days, the works is due two school days after the day your child returns to school. If the make-up work is not turned in on time, he or she will go to Opportunity Club to complete the work. If your child will have a planned absence, please let me know, and I will try to get the homework papers your child will miss before he/she leaves.

**Water Bottles**

Please make sure your child brings a water bottle to school each day. The bottle should have a pop-up top to avoid spills. Be sure your child’s name is written on it with a permanent marker.

**Dress Code**

**![MCj04356180000[1]]()**

It is very important that you help your child follow the dress code everyday. Your child’s dress will be checked each morning. Four dress code violations per grading period will result in an after school detention. Please check the planner for a complete summary of the dress code.

**3**

 **Lunches (Lunchtime is 11:30 - 12:15.) ![MCj02333550000[1]]()**

Pre-order lunches are available at the beginning of each month. The cost is $3.25. Extra pizza slice tickets are available for $1.50, and milk tickets are 50 cents.

If your child forgets his lunch, the school will provide a peanut butter and jelly sandwich and milk for a fee of $1.00 for you to reimburse.

**Homework Planners ![MCj02321330000[1]]()**

The homework planners are used by the students to record due dates of long-term projects and daily homework to be done. **As the parent, you are to check the planner to see if all homework has been completed and then sign it**. It is also where you and I have the opportunity to write notes to each other. Planners must go home and come back to school each day. **The planner signature counts as a homework assignment. It is expected to be signed Monday – Thursday**.

It is the student’s responsibility to record all assignments accurately. It is important that each day you go over the daily assignments with your child and guide him or her in completing them, and that you help you child prepare for the long-term projects.

**Class Work/Opportunity Club**

All in-class assignments are due at the end of the period. Assignments not turned in at this time need to be done by the end of the day. Opportunity Club is available during lunch for any student with unfinished morning work. All unfinished work will be taken home to be finished, in addition to the homework. Both homework and unfinished class work are due first thing then next school morning.

 **Homework ![MCj02321330000[1]]()**

Homework will be assigned every Monday through Thursday and due every Tuesday through Friday. Your child will record his or her homework in the school supplied planner. It is your child’s responsibility to do the work. If your child does not turn in the homework first thing in the morning, he or she will go to Opportunity Club. **Late work will begin grading at a 65%.**

Long-term projects, book reports, poems, and studying for tests will sometimes need to be done over the weekend. **Late long-term assignments are recorded as a 0% and an afterschool detention will be issued**. The work will still be expected to be turned in late for no credit. Planning, responsibility, and accountability are life skills that need to be learned.

**4**

**Poems**

Each month your child will be required to memorize a poem and recite it to the class. In this folder, you will find a set of poems, one for each month and a grading scale. A grade will be given each month for your child’s recitation of his or her poem. All poems are recited on (or before, if ready) the due date in front of the class.

**![MCj04241780000[1]]()**

 **Book Reports**

A book report will be due each quarter. In this folder, you will find an approved list of books to choose from. Be sure you pick a book that is specifically listed. The books must be at least 60 pages long with no more than five pictures in the whole book. A grade will be given each quarter for your child’s book report as part of the Reading grade.

**Book Logs![MCj04379900000[1]]()**

Reading fluency and comprehension are a huge part of education and literacy! Your child should spend a **minimum of 15 minutes per night reading**. Remember to have them read aloud sometimes too! Ask questions to check for understanding!!

Each student must read **300 pages for each of the first two quarters**, and will increase to **400 pages for the third and fourth quarters**. The book report book counts as pages toward the log. The books on the log must be listed by title, author, and number of pages. (It is strongly encouraged that books be chosen off of the approved book list, but for the book logs, it isn’t necessary.) The books should be on or above grade level with 60+ pages with few pictures. (Comic type books, poetry books, and World Record Books are fun to read, but they should NOT be recorded on book logs.)

 ***The total number of pages must be added up and the form must* *be completely filled in with student and parent signatures and dated*.** This book log counts as 10% of your child’s reading grade each quarter! Incomplete forms are not accepted. Late book logs will result in a 0% and a detention.

**5**

 **Math ![MCj03975260000[1]]()**

We use the **4th Grade, Saxon Math** along with some supplemental materials.

I try to give 3-4 timed tests a week (100 problems) that **will not be part of the students’ grade**. It is for practice purposes. (These are not from the Saxon materials.) If a student passes all of the tests, I do give rewards.

There are some timed tests from **Saxon** that will be graded. You will be able to tell the difference easily by how it is typed.

Our first math assessment will be after the first 10 lessons and thereafter will be every 5 lessons like clockwork. Occasionally, I will give the students a teacher-made quiz as well. These do not need to be announced.

We will also have **quarterly** **assessments** based on what the children learned in the quarter as it compares with Arizona State Standards. These **will be part of the child’s grade**. They are to see how the student is progressing and if he is deficient in an area that I need to reteach.

 **Spalding ![MCj02907070000[1]]()**

Spalding is an excellent Language Arts/Spelling/Reading program. We will be entering Spelling words from the Ayers List into special notebooks. We will learn markings and rules for each word. Examining words really helps understand how the English language works and will make lifelong great spellers out of the students.

The grade will be based on the student’s notebook, phonogram quizzes, and possible rules quizzes.

Phonogram **quizzes** will be given every **Thursday**. They are usually based on 30 phonograms, but at the beginning of each month, students will take a test over all 70. If a child earns a 100% on the 70 test, he will not have to take this test the entire month. He will automatically receive a 100%. But, he will still participate in our daily oral and written reviews.

**6**

 **Spelling ![MCj04059280000[1]]()**

The children will get **30 new words** each week that we enter into our Spalding notebooks and work with during the week. In addition, they will have **15 review words** for a total of 45 words.

**Pretests** will be held on **Wednesdays**. If a student earns a 100%, he does not need to take the **Spelling test on Friday**. He will automatically get a 100%. He will still need to complete the Dictation portion. The dictation will get 2 grades. One will be for Spelling and one for Language.

**![MCj03974820000[1]]()**

**Language Arts**

Grammar will consist mostly of worksheets from the **Easy Grammar** series. All parts of speech including nouns, verbs, prepositions, adjectives, adverbs, pronouns, and conjunctions, will be taught. Quizzes and tests will be announced in advance.

**Spelling Dictations will receive 2 grades**. One grade is for Spelling alone and the Language grade which includes both spelling and grammar mechanics.

 **Reading ![MCj04382490000[1]]()**

Reading grades will be based on comprehension tests, vocabulary tests, graded worksheets, book logs, oral reading, and book reports. Tests are announced at least 2 days in advance.

**7**

 **Writing** ![MCj04398240000[1]]()

The Six Traits (+ 1) of Writing will be taught in detail along with the “Excellence in Writing” program. Six Traits is how standardized testing is graded. The two programs really complement each other. Go to page 8 to see a list of the 6 Traits.

The **Six Traits** are as follows:

1. *Ideas and Content* – The Message
2. *Organization* – The Internal Structure
3. *Voice* – The Voice Behind the Words
4. *Word Choice* – The Language that Brings It to Life
5. *Sentence Fluency* – Rhythm and Flow
6. *Conventions* – The Mechanical Correctness

 *+ 1*: *Presentation –*  Neatness in appearance

A **quarterly assessment** will also be given for writing focusing on the traits we worked on. This will be part of the Language Arts grade.

**![MCj04380610000[1]]() Social Studies and Science ![MCj04136300000[1]]()**

Grades will be based on comprehension and vocabulary quizzes and tests as well as graded worksheets. For social studies, there are some map labeling quizzes.

**Quarterly Assessments**

As previously stated, there will quarterly assessments in Math and Writing given at the end of each quarter. A form will be given, usually with report cards, with result on how well the student did. I will share the first tests at the first quarter conference for you to better understand how this works. Each quarter after that, please feel free to come in and ask me any questions about the assessments.

**Grading**

As shown in the student handbook, grades will be given according to the following scale:

93% - 100% = A

84% - 92% = B

75% - 83% = C

65% - 74% = D

Below 65% = F

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**Weights of Grades for Third Grade**

Spalding: Tests 50% Reading: Tests 35%

 Notebooks 50% Quizzes/Graded Worksheets 25%

 100% Book Report 20%

 Book Log 10%

 Oral Reading 10%

 100%

Spelling: Tests 70% Math: Tests 80%

 Dictations 30% Facts Tests 20%

 100% 100%

Science: Tests/Chapter Review 50% Social Studies: Tests/Chapter Review 50%

 Worksheets 50% Worksheets 50%

 100% 100%

Language Arts: Tests/Graded Worksheets/Writing 60%

Dictations 25%

Poem Recitations 15%

 100%

**Honor Roll ![MCSY00697_0000[1]]()**

Third grade is the first year that the children are eligible for Honor Roll.  There are two types of Honor Roll:

**Principal’s**: GPA of the 7 Core Subjects of 3.86 – 4.0. (All A’s, or all A’s and 1 B)

**Teacher’s Honor Roll**: GPA of the 7 Core Subjects of 3.57 – 3.71.

If a 4.0 is achieved in all 4 quarters, then the student will receive a **Board of Directors** award.

**\*A student will not be eligible for Honor Roll if he receives an “N” or “U” on any portion of the report card including Special Areas, Handwriting or Behavior.**

**Low Grades/Parent Signatures**

\*All papers receiving a grade of less than 70% require a parent signature to be returned by the student within two days. Parents need to know if students are getting low grades. If a student does not return the papers and a note isn’t written to me from the parent that says they saw the grade, the child will miss recess until it is returned.

**9**

**Discipline**

You are the most important person in your child’s life. You are the one he or she wants to please. For this reason, I believe that parents and teachers, working as a team, will minimize discipline problems and maximize learning.

**Classroom rules** are as follows:

1. Be respectful to others.

2. Raise your hand to speak.

3. Keep your hands and feet to yourself.

4. Do not leave your seat without permission.

5. Do not interfere with other students’ learning.

**Consequences:**

1. Verbal warning
2. Name on the board
3. Name with a check= 5 minutes missed recess
4. Name with 2 checks= Entire missed recess, written note home.
5. Name with 3 checks= Afterschool detention and written notice to parents.

\***Severity clause**: Behaviors such as fighting, defiance of authority, or destruction of property results in the child being sent immediately to the principal’s office.

**Rewards:**

1. Positive verbal reinforcement/written certificates
2. Class project days/Fun time
3. Homework passes
4. Prize box

**Birthdays ![MCj04382370000[1]]()**

On or near your child’s birthday, the class will sing Happy Birthday to him or her and they will be given a special pencil and certificate. Children who do not celebrate birthdays will not be required to participate. Birthday treats sent to class cannot be accepted. This is a school-wide policy.

**Bathroom**

Students are encouraged to use the restroom before school, during recess, and lunch. The children will get another afternoon opportunity to use the restroom. If your child has a special need concerning the bathroom, please let me know.

**Thank you in advance for all of your support! I look forward to a great year with your child!**

**10**



Spalding Rules

1-29

From The Writing Road to Reading



 **Spalding Rules 1-29** 

**Rule 1:** The letter *q* is always followed by *u*.

**Rule 2:** The letter *c* before *e*, *i*, or *y* says *s* (cent, city, cycle), but followed by any other letter says *k* (cat, cot, cut).

**Rule 3**: The letter *g* before *e*, *i*, or *y* MAY say *j* (page, giant, gym), but followed by any other letter it says *g* (gate, go, gust). The letters *e* and *i* following *g* do not always make the *g* say *j* (get, girl, give).

**Rule 4:** Read and underline *a*, *e*, *o*, and *u* at the end of a syllable when they say /a/, /e/, /o/, and /u/.

**Rule 5**: Read and underline *i* and *y* at the end of a syllable only when they

say /i/.

**Rule 6**: Write *y*, not *i*, at the end of an English word.

**Rule 9:** 1-1-1 rule; When you have a word with one syllable, with one vowel followed by one consonant (hop), double the consonant (hopping) before adding a suffix that begins with a vowel.

**Rule 10:** 2-11 Rule: When you have a word with two syllables in which the second syllable is accented and ends in one vowel followed by one consonant (be gin), double the consonant (beginning) before adding the suffix that begins with a vowel.

**Rule 11:** When a word ends in final silent *e*, write the word without the *e* before adding a suffix that begins with a vowel.

**Rule 12:** Write *ie* except after *c*; however if we say /a/, use *ei*, unless it’s an exception. See Rule Page 5 for the list of exceptions.

**Rule 13:** Write *sh* to say /sh/ at the beginning or end of words, and at the end of syllables.

**Rule 14:** Write *ti*, *si*, and *ci* to say /sh/ in syllables after the first one.

**Rule 15:** Write *si* to say /sh/ if the preceding syllable or base word ends in *s*.

**Rule 16:** The phonogram *si* may also say /zh/.

**Rule 17:** We often double the *l*, *f*, and *s* following a single vowel at the end of a one syllable word (such as will, off, miss). This sometimes applies to two syllable words like recess.

**Rule 18:** Write *ay* to say /a/ at the end of a word.

**Rule 19:** Vowels *i* and *o* may say /i/ and /o/ if followed by two consonants (such as in the words find, old).

**Rule 20:** The letter *s* never follows the letter *x*.

**Rule 21:** All, written alone, has two *l*’s, but when written with another syllable, only one *l* is written (al so, al most).

**Rule 22:** Till and full, written alone, have two *l*’s, but when written with another syllable, only one *l* is written.

**Rule 23:** Write *dge* to say /j/ after a single vowel that says its first sound (a, e, i, o, u).

**Rule 24:** When adding an ending to a word that ends with a consonant and *y*, use *i* instead of *y* unless the ending is ing. (baby-babies, try-tried)

**Rule 25:** Write *ck* to say /k/ after a single vowel saying its first sound (a, e, i, o, u).

**Rule 26:** Words that are proper nouns-the names or titles of people, places, books, days, or months- are capitalized.

**Rule 27:** Write *z* to say /z/ at the beginning of words.

**Rule 28:** Past tense ending:

The phonogram *ed* has three sounds. If the base word ends in the sound d or t, adding ed makes another syllable that says ed (hand ed, land ed, paint ed, plant ed). If the base word ends in a voiced consonant sound, the ed ending says d (lived, killed). If the base word ends in an unvoiced consonant sound, the ending says t (jumped).

**Rule 29:** Words are usually divided between double consonants.

Read double consonants in both syllables for spelling (lit tle).

Read only the consonant in the accented syllable for reading (lit le).