

Mrs. Matthews

Classroom 3 Handbook

2018-2019

August 14th, 2018

Dear Parents,

 Today is the beginning of a new school year and I am excited about the journey we will be taking together. I would like to take this time to welcome each and every one of my students. I would also like to extend a very warm welcome to those students who are new to Valley Adventist Christian School. You are going to love it here! I am going to enjoy getting to know each and every one of you this year. Let me take a moment and introduce myself.

 I was born and raised in southern California. I attended San Gabriel Academy from kindergarten to my senior year in high school. I then attended La Sierra University where I received my BA in Liberal Studies with a minor in English, an MA in Curriculum and Instruction, and am currently working on my doctoral degree. I began tutoring in the 7th grade and continued doing so throughout my college experience. Once I graduated, I worked as an in-home contract teacher for students with special needs as well as for a learning center as a reading specialist. After that, I worked for Peninsula Adventist School in Seaside, CA. It was there that I received training in multi-grade education as a K-4 teacher and my love for small schools. My family is very important to me and they have made a huge impact on my life, but the most influential Being to me is GOD. He is the center of my life and I can do nothing without Him. My prayer is that each student sees Christ in this classroom daily.

 Please feel free to call me at school if you have any questions. I ask that all calls be made after 3:50pm. The best way to reach me is through my email. My email address is kimberlymatthews@vacsonline.org. I check my email at least once a day and will try to respond as soon as I receive your email. You may also text me (909)615-5362.

This handbook should be used as a guide to our classroom. All of the expectations and requirements for the year are found here. Please take a day or two to read through this handbook. At the back you will find forms that are to be signed and returned to school with your child by August 25th. This way I can be sure that each parent has had the opportunity to see our class handbook. You may want to keep the handbook in a special place so that you may refer to it throughout the year. I know that together and with God’s help we can make this year a fun filled, Christ-centered, and productive one for your child.

 Sincerely,

 Mrs. Kimberly Matthews

**5th—8th Grade Class Schedule**

## 2018—2019

**Monday/Wednesday**

8:00 Spelling/Handwriting

### 8:10 Worship/Bible

8:40 Phonics (LA)

8:55 Reading (LA)

9:15 8th Grade English

9:45 STEAMED

10:15 Break

10:30 Math

12:10 Lunch/recess

1:00 Writing Workshop

1:25 Social Studies

2:15 FL (MON)/Garden (WED)

2:45 PE

3:15 Clean Up

3:20 Dismissal

**Tuesday/Thursday**

8:00 Spelling/Handwriting

8:10 Worship/Bible

8:40 Phonics (LA)

8:55 Reading (LA)

9:15 8th Grade English

9:45 STEAMED

10:15 Break

10:30 Math

12:10 Lunch/recess

1:00 Writing Workshop

1:25 Science

2:15 Reading Workshop

2:45/2:30 PE (Tues)/ Chimes (Thurs)

3:15 Clean Up

3:20 Dismissal

**Friday**

8:00 Worship

8:15 Weekly Tests

8:50 Chapel Set Up

9:00 Chapel

9:30 Choir

10:00 GET STEAMED

10:30 Recess

11:00 Art

12:00 Dismissal

**COMBINATION CLASSROOM**

As you know, your child will be in a combination classroom this year. The Seventh-day Adventist curriculum is written so that combination classrooms can be done with ease. Students in my classroom will be encouraged to excel above their grade level.

**SUBJECTS COVERED**

The Southeastern California Conference of Seventh-Day Adventists has adopted a literacy program entitled *Pathways*. *Pathways* is designed to incorporate the subjects English, Reading, Handwriting, Phonics, and Spelling. This enables the curriculum to have more fluidity and cohesiveness among the subject matter being taught.

**DAILY ROUTINE**

 Daily Routine is where Handwriting, Spelling, and Phonics will be incorporated. The students will have specific assignments for each subject as well as engage in whole class activities. We have also begun a new program called GET STEAMED (God’s Educational Training in Science, Technology, Art, Math, Exercise, and Devotion). This is a project based program in which the students are receiving hands on experiences in these areas.

**READING**

 Our reading program will be quite different this year. There will be nine themes that we will be engaging in: Heroes, My World and Others, Living Things, Spiritual Journey, Friends and Family, Environment, Personal Feelings and Growth, Yesterday, and Social Issues and Culture. Each theme has a book that the class will read and discuss. In addition to the theme books, our students will be reading books and participating in activities related to the theme.

**READING/WRITING WORKSHOPS**

 Reading Workshops are designed to encourage students to read. During this time, students will be allowed to pick any book in their level of reading to read. They will read independently and to Mrs. Matthews. Writing Workshops will be an avenue for students to master the proper writing and language usage as well as give the students opportunities to express themselves. Students will also be required to do a formal book report as well as a creative project of their choosing.

## **SCIENCE/SOCIAL STUDIES**

###  This year, our Science and Social Studies program will be more research and experimentation based. Every quarter for Social Studies, the students will be required to do a research paper in APA format.

**ATTENDANCE**

 Regular and punctual attendance is critical for a productive learning experience. Timeliness also teaches responsibility. If your child is late to school, please note that the student will be responsible for any class work missed.

 In case of an absence, a doctor’s note MUST be brought to school ON THE DAY OF THE STUDENT’S RETURN in order for the absence to be excused. Homework for excused absences will be available after school for pick up upon request. A parent or guardian is responsible for the pickup of homework. Thank you for waiting until the end of the school day (3:20 pm) to receive the homework packet. Please read the school handbook for additional information on attendance.

**HOMEWORK**

 Homework is comprised of studying for tests, any classwork that is not finished, projects, and papers that have been assigned.

 No late work will be accepted. If a parent or guardian would like to pick up any assignments during your student’s excused absence, please do so after 3:20pm Mondays through Thursdays, and 12:00pm on Fridays, so as not to interrupt instructional time. Thank you so much for your cooperation.

**GRADES**

The grading standards are as follows:

100% - 97% = A

96% - 94% = A

93%- 90% = A-

89% - 87% = B+

86% - 84% = B

83% - 80% = B-

79% - 77% = C+

76% - 74% = C

73% - 70% = C-

69% - 67% = D+

66% - 64% = D

63% - 60% = D-

59% - 0 = F

**DISCIPLINE**

 There are three major rules in our classroom:

1) **J**esus first

2) **O**thers second and

3) **Y**ou last.

Following these rules will help us maintain JOY in our classroom. Helpful reminders of how to have JOY will also be displayed on our wall of values.

 A system of color changes will be used for discipline this year. Every student begins the day on the color green. Each student is allowed one warning with no color change. On the second warning, their color changes to blue and 15 minutes of lunch recess is lost. On the third warning, their color changes to yellow with a 30 minute detention. The fourth warning will result in a color change to orange with a 45 minute detention. The fifth and final warning will result in a color change to red, 1 hour detention and possible suspension. If behavior continues, further discipline will take place. See the school handbook for additional discipline policies.

Here’s a synopsis:

Green = Everything is O.K.

Blue = Second Warning, Miss Recess, possible 15 min detention

Yellow = Third Warning, 30 Minute Detention after school

Orange = Fourth Warning, 45 Minute Detention after school

Red = Fifth Warning, 1 hr. Detention after school, possible suspension

**BIRTHDAYS**

Throughout the year we have several students who have birthdays. Parents, you are welcome to celebrate your child’s birthday with the entire class. The best time to do this is during lunch. Please schedule with me a week in advance for any parties planned during school time. I must know ahead of time for any birthday to be celebrated at school.

If you will be having a party at home and plan to invite the entire class, feel free to pass out invitations at school. If you are not planning to invite the entire class, I ask that you refrain from passing out invitations at school. Student’s feelings are hurt when they are left out.

**PARENT VOLUNTEERS**

I am always thrilled when parents want to get involved in the education of their students. If you would like to volunteer, please feel free to contact me after school hours to set up times that will work for you. All volunteers must be Live Scanned BEFORE going on field trips or helping in the classroom. Thank you for your understanding and cooperation.

**Signature that I have read the 5th—8th grade handbook**

My child and I have read, understand, and will abide by the 5th—8th grade handbook.

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Parent’s Signature Date

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Student’s Signature