

# Welcome to the Golden Nugget Class! 2011/2012



## Parent Information Packet

### **California Montessori Project, Capitol Campus**

School Phone: (916) 325-0910  
2635 Chestnut Hill Blvd.  
Sacramento, CA 95826

Lead Teacher: Ms. Mandy Greene  
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Assistant: Ms. Cindy

# Classroom Procedures

## Birthdays

You may send a special treat as a community snack on your child's birthday. We appreciate birthday treats that are healthy and easy to serve. Please bring enough for every student to have one, there are twenty students. Birthday celebrations will normally take place around 9:30 a.m., this way a healthy treat can be the choice of the child for snack time. Your child can bring in a poster/timeline of each year of their life with a picture explaining something they remember from each year.

## Me Museum

Each child will be given the opportunity to share information about him or herself. During your child's week he or she is welcome to bring in 5 personal items or less to display in our Me Museum that fit inside a ten gallon fish tank. Please encourage your child to bring in special items that help them share about a family trip or something important to them such as pictures, family artifacts, or souvenirs. Help them to steer away from bringing in a bunch of toys. Please read the weekly NEWSLETTER, it contains the person of the week's coming up and their assignment, which means the next Monday s/he should bring their Me Museum and meal worms for Miss Bobbie. If you would like to send all of the items on Mondays, we will hold items in the classroom and return them on Fridays, or as your child would like to take them home.

## Book Orders

Please watch for monthly book orders that will be going out in your child's daily communication folder. Points gained from books ordered help to enrich our classroom library with new reading material. You can order on-line or through forms sent home with the catalogs.

## Classroom Assignments

Each child will be assigned a weekly work plan. It will list the individual jobs and lessons he or she will participate in. These are kept in their work time binder so the children can carry them around the classroom. We initial next to completed jobs. These work plans will generally be sent home on Fridays of the same week. Don't be surprised if your child is not finishing every job for the first few weeks. This is not meant as a punishment; rather we hope you will positively encourage your child to finish his or her work.

## Sharing

We would like to limit sharing as much as possible to each child's Me Museum week (P.O.W. or Person of the Week). If students would like to share something related to the curriculum we are studying, we encourage them to sign up on a designated sign-in sheet in the classroom. We will have sharing time at the end of the day if time permits. Therefore, we may not have time to get to every student on the list. This means that items brought in will remain in your child's backpack until it is their turn for sharing. We cannot hold items in the classroom to wait for your child's turn.

## **Dress Code**

Khaki or blue slacks and white, burgundy or navy blue collared shirts. Shoes must have a back/strap (flip-flops are not safe on the playground). The last Friday of the month is free dress. Please keep clothing neat and appropriate for physical activity.

## **Volunteers:**

We will need regular classroom volunteers to help out in the classroom; give spelling tests on Fridays, to read with our early readers, to do facts practice with all the students, to help our budding writers edit their work, and much more. We will also need parents who can to work in class/office to cut, laminate, organize, and other things like that. We would like parents with special talents to share their talent with us. This could include arts and crafts, sewing, knitting, woodworking, forms of exercise, art, music, gardening, cooking/food prep, you name it! Let us know if you have the time and skills to help out in any way. Allow 6 weeks before starting your in-class volunteering. **Please get all your paperwork in to the office, very important!!**

## **Curriculum:**

In addition to math and language, an integrated curriculum of history, geography, biology, and physical sciences is the heart and soul of the Montessori elementary classroom. Montessori has indeed developed very effective, hands-on materials for learning math and language studies; and we also put great emphasis on the "cultural curriculum" (the mixture of history, science, story and study).

### **Core Subjects**

- Language
- Math

### **Cultural Subjects**

- Botany
- Zoology
- History
- Geography

### **Practical Life**

### **Sensorial**

### **Reading, Music, PE, and Art**

### **Technology**

- Rosetta Stone Language program
- Accelerated Reader

## **Teachers:**

Traditional education leads us to think of teachers as the dispensers of all information. Montessori education tells us that the teachers are only "guides" to the student's own learning. We are here to follow and challenge each child in our care. Please partner with us so that we can really get to know your child and inspire their love of learning.

## Snacks/Lunches:

Please send healthy lunches and snacks (two if in club M) every day with your child; healthy meals help kids do better at school. Hot lunches can be purchased, please see main CMP website for info.

**Fabulous food Choices** - 1. Cut up fruits and vegetables (number one healthy choice!) 2. Nuts (no hydrogenated oils added) 3. Edamame 4. Dried fruit (no sugar added) 5. Trail mix (no sugar, corn syrup, HFCS, or artificial ingredients added) 6. Sliced cheese (cheese sticks create a lot of plastic trash) 7. Crackers (no sugar, corn syrup, partially hydrogenated oils, or artificial ingredients) 8. Anything homemade and low sugar 9. Hormone free lunch meat 10. Hard boiled free range eggs

### Golden Nugget Class Schedule (after 6 week normalization period)

8:15-8:30	Student drop off W.O.D. (Word of the Day)/Morning Journal
8:30-9:00	Morning Circle- Roll, calendar, review W.O.D. and morning journal, announcements, P.O.W. Student's Me Museum sharing
9:15-9:30	PE
9:15-11:45	Work Time - individual, small group, and large group lessons.
11:45 - 12:00	Clean up and Meeting
12:00-1:00	Lunch and Recess
1:00-1:30	Read-Aloud, Silent Reading, Accelerated Reader
1:30-2:30	Cultural (Botany, Zoology, History, Geography, P.E., Music, Nutrition, Peace Education)
2:30-2:45	Classroom Care of Environment (Clean up)
2:45-3:00	Closing circle/Announcements/Sharing/Dismissal

## Ways to Help At Home

Parents often ask how they can best support their child's learning at home. Here are some ideas for helpful things that you can do!

### Home Reading

We ask that the students read at home 20 minutes per day. The homework folder will contain a reading log for recording your child's reading and will need to be signed by an adult.

### Spelling

Every Monday your child will bring home his or her spelling workbook as a part of the weekly homework requirements. All activities assigned in the workbook must be completed and turned in by Friday morning before the spelling tests are given. Help your child to practice the words in order to prepare for the final test on Friday.

### Math Facts

Students can use as much practice as possible in memorizing their math facts. Students will memorize their math facts in order addition, subtraction, multiplication, and division. Students will practice math facts daily in class, as it will be part of their jobs on their work plans. Please find a way to make practicing math facts fun at home on a daily basis.

### Daily Communication Folder

The most important way you can help is to check your child's daily communication folder and send it back to school every day. Please help your child keep this folder as neat and organized as possible as it will be used for many purposes throughout the year, especially communicating between you and me. If it gets lost, please notify me as soon as possible so I can create a new one.

- Teacher communication can be found in the Golden Nugget Newsletter, please check the CMP website every Friday for the next week's newsletter. It is VERY important that you read the newsletter every week for information about what is going on in class.
- Finished work will be included in the folder. This can be reviewed by you and kept at home. Please take out all items in the keep at home pocket when returning the folder each day. Homework, which will be a separate folder) will be sent home on Mondays and needs to be returned on Fridays (see Homework Directions page for more information). Incomplete and late homework packets will be marked down.

## Field Trip Guidelines for Parents

Dear Parents,

Field trips are a school function and an opportunity for a hands-on, educational experience. They are designed to connect our curriculum to real-world locations and experiences. Generally, the children have an opportunity to interact with the natural world on our field trips, but occasionally we are able to bring the natural world into the classroom through one of our excellent local organizations.

In order to maximize our learning experience, it is important to observe the following guidelines:

- Wear clothing and shoes appropriate to the activity. Wear a CMP t-shirt if you have one.
- Bring a disposable lunch for yourself.
- Arrive 15-30 minutes before departure time. Check in with Field Trip Coordinator.
- Please do not change rider assignments once they are made.
- Please make your commitment to drive at least 24 hours ahead of time with the Field Trip Coordinator. We cannot honor last minute decisions to drive.
- With few exceptions, siblings are not allowed on field trips.
- Fill your gas tank BEFORE you come to school. Please do not make stops on the way to or from our field trip destinations.
- Introduce yourself to other parents and agree to caravan with them. Share cell phone numbers and car descriptions. This provides for safe traveling, help on the road if needed, and less likelihood of getting lost.
- Cell phone use is not appropriate while driving or during field trip presentations.
- Buying treats or souvenirs while on the field trip is not appropriate. If you enjoy a venue, please make plans to return with your family at a later time. You can purchase souvenirs then.
- You will have 1 or more children in your care during the field trip. You will be responsible for the children in your care; their safety and their behavior. Please make sure that you know where the children are at all times and that they are attentive, respectful, and polite throughout the presentation. In this way their educational experience will be maximized and they will be safe.
- Redirect children if they are off task. If they are still not making good choices, bring them to me to review behavior choices and consequences.
- Please keep in mind that while we are on field trips we represent both CMP and your family. We want to put our best behavior out for the community to see and be impressed with.

### Field Trip Requirements:

In order to participate in or drive on field trips you must provide us with the following 2 weeks before:

- Evidence of current automobile insurance
- A copy of your DMV driving record
- Evidence of a current negative TB test
- A live scan from the Sheriff's Dept.

Don't forget your camera! There will be many "Kodak moments" and you won't want to miss them.

## Field Trips and Important Events

It is CMP's policy that only live scanned and TB tested parents may attend the field trips. In addition, we are asking that siblings do not attend unless otherwise specified. We will need 5 parent volunteers for each field trip we go on. Permission slips will need to be in 2 weeks prior to the event or the students cannot go. If the form is not turned in by the due date, your child will not be able to attend the trip. There are many factors in planning a field trip and we need to have all the information at least 2 weeks in advanced. The student will be put in a different classroom for the day if they aren't able to come, **SORRY - no exceptions on this!!!!** Field trips are currently being scheduled and we will let you know what our plans are as soon as they are finalized

### Yearly Events

New Parent Orientation (Wednesday, August 10<sup>th</sup> 6:00-7:00) Parents Only  
Parent Volunteer Training (Aug. 22<sup>nd</sup>, 24<sup>th</sup> and 29<sup>th</sup>)  
Harvest Festival (Saturday, October 29<sup>th</sup> 11:00-3:00)  
Thanksgiving Feast (November 18)  
Continent Party (December 15<sup>th</sup> 5:30-7:30)  
Winter Classroom celebration/holiday traditions (December 16)  
100<sup>th</sup> day of school (February 3<sup>rd</sup>)  
Watch Me Work Night (February 8<sup>th</sup> 5:30-7:30)  
Valentine's Day Celebration - Class (February 14<sup>th</sup>)  
4-8 Grades Science Fair (March 30<sup>th</sup> from 1:00-3:00)  
Earth Day Celebration (April 27<sup>th</sup> 4:30-7:00)  
Art, Wine, and Cheese (Saturday, May 12)  
STAR testing (May 7<sup>th</sup>-11<sup>th</sup>)  
Talent Show (Friday, June 8<sup>th</sup>)  
End of the year picnic (Thursday, June 12<sup>th</sup> at noon)  
Last day of school (Wednesday, June 13<sup>th</sup>)

## Parent Volunteers

- CMP asks that parents volunteer **40 hours per year** for one child, or **70 hours per year** for two or more children.
- These hours can be completed before, during, or after school hours.
- Parents will keep track of their own volunteer hours and log them in on the CMP website.
- We will ask for parent volunteers about 6 weeks into the school year to allow for what we call a "normalization" period for students. This "normalization" period allows the teachers and students to get to know each other and establish the rhythm and routine of the classroom.

### **Checklist for volunteers:**

1. **LIVESCAN** - obtain a livescan form from the school office and complete your livescan as soon as possible. (Results take a few days to a couple of Weeks to process.) This is a one-time-only requirement for the duration that your child is enrolled at CMP.
2. **TB TEST** - schedule an appointment with your physician or neighborhood medical clinic to obtain a TB skin test. (Plan to return 48 hours later to have your test read and verified.) Clear TB tests are usually valid for 4 years.
3. **DRIVER INFO.** - If you plan to be a field trip driver, gather copies of your driver's license, automobile insurance, and a printout of your driving history from the local DMV office.
4. **TURN IT IN!** - Turn all above paperwork into the school office. As a thank you for your diligence, you will receive parent participation credit for completing all of the above items. Heather will notify teachers when parents are qualified to drive on field trips and work in the classroom

## Golden Nugget Class Roster

Having a class phone list is great for play dates, birthdays, etc.!!!

Please fill out the following, if you would like to include your information on the phone list. You have already given the school this information on your emergency card, but we need your permission to include any information on a class phone list. A parent will be compiling this information for our class.

If you want to include two households for your child, please fill out two forms.

This form is optional and not mandatory if you would like to keep your information confidential.

Thank you.

Date: \_\_\_\_\_

I give permission to include the following information on the Class Roster:

Parent Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Child: \_\_\_\_\_

Parent Names: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_