



of 2nd grade

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★ Please sign and return to your child's teacher by ___Tuesday, September 3rd

Acknowledgement Slip: Policies and Procedures

By signing this slip you are informing your child's teacher that you have read the complete ABCs of 2nd Grade: Policies and Procedures. Thank you!

Parent Signature: _____ Date: _____

Agendas

Students are expected to bring their agenda to school and home every day. Their agenda is a place where they will write important information, suggested homework activities, and test scores for formal assessments (sheet stapled in the back of their agenda), and student volunteer hours (page 7). Agendas cost \$6.00 and payment needs to be sent to your child's teacher as soon as possible.

Attendance

Regular attendance is necessary for your student's success in school. Please make sure your student is here every day and arrives on time. The tardy bell rings at 9:00. Please try to schedule appointments before or after school hours so your student does not lose valuable instruction. If your student has a planned absence, please inform your child's teacher at least two days in advance so the teacher can adequately prepare your child's missed work, if the absence is excused.

Birthdays

We welcome birthday celebrations at school! If you would like to bring in a special, healthy treat to share with your student's class, please do so during your child's lunch. You may also drop off the treat in the morning at the office and it will be delivered to the cafeteria.

Communication/Classroom Webpages

We firmly believe in establishing and maintaining a partnership between home and school in order to maximize your child's potential. We will keep you informed by updating our webpages on a *weekly basis*. On here you will find information regarding current units of study, support for home, test dates, field trips, volunteer sign ups, and other important information.

You may contact your child's teacher through email or by calling the school (703-580-6501). Please be mindful that we may not check our email during the school day (8:30 - 3:50). Please allow us 24 hours to respond. We take your questions seriously and want to work with you as a team to best support your student. If you need to talk or meet with us about your student, please email or call to schedule a conference.

Field Trips

We are fortunate to have the opportunity to go on field trips! Please also have your student dress appropriately for the weather and follow our school uniform policy (no jeans). Students are not permitted to bring any electronic devices on our field trips. They may bring a book to read, and/or a notebook to draw. Students will also need to pack a snack and lunch in a plastic grocery bag. If you're interested in volunteering on one of our field trips, information will be sent home shortly before each trip. We are limited on the number of volunteers that can attend and will hold a raffle based on the permission slips that are returned to school.

Homework

According to the PWCS Homework Policy (Regulation 663-1), 2nd graders may be assigned 20 minutes worth of homework. We expect students to use this time to read both fiction and nonfiction books and practice their math facts on a daily basis. Students are responsible for tracking their reading on their reading log. Students' reading logs will be checked at the end of each month to track how many minutes were completed. If you would like to further support your child's education at home, we suggest but do not require the following activities:

1. **(Required)** Read for twenty minutes every night
2. Practice addition and subtraction math facts (check out the Math Fact blendspace!)
3. Study Academic Vocabulary
4. Study for IA Unit Tests using study guides sent home (one week prior to test)
5. Utilize resources available on your teacher's webpage (located under "Useful Links"):
 - Blendspace for each subject
 - Moby Max
 - IXL

Interactive Achievement (IA) Tests

IA Tests will be given as a final assessment for each unit of study. IA Tests are taken through a computer software program and have between 20-30 questions. If the class earns at least a 95% class average, they will receive a jeans pass. Study guides and practice tests will be provided for students to use at home. Students will receive study guides at least a week prior to a scheduled test. Students will also take a quiz anywhere from 3-7 days prior to a test date and it usually contains 10-12 questions. Use your quiz results to better prepare for our unit tests. Test dates and other helpful resources will be available on our class webpage. *Please be aware that test dates are subject to change, especially as a result of snow days.*

Math Facts

Students are expected to master their addition facts with sums to twenty and subtraction facts by the end of the school year. Students will be given quarterly math fact assessments where they have 5 minutes to complete sixty addition problems and 5 minutes to complete sixty subtraction problems. Please help your child practice their math facts at home with Math Magician and Moby Max (link is on our class messengers pages) or practice with flashcards.

ParentVUE

ParentVUE replaces Parent Portal that you may have used in the past. This new tool will give you access to your child's bus and class schedules, grades, attendance information, and more. Instructions on how to set up your ParentVUE account were emailed July 15, 2019. The email's subject line contains "ParentVUE Activation" from noreply@pwcs.edu. You may access ParentVUE online, but for the best mobile experience, we encourage you to download the ParentVUE App from the Google Play Store and Apple Store. If you have any further questions view the county's FAQs or contact our school office.



Porter Pocket (blue folder with Porter logo)

Porter Pockets will be sent home on Wednesdays and are expected to be *returned to school the following day*. Please review and empty your student's Porter Pocket every Wednesday. The Porter Pocket may contain important notices from the office, information about upcoming events, and graded assignments. Please review graded assignments with your student and contact your student's teacher if you need further direction or assistance.

Snack

Please pack a healthy snack (no soda or candy) for your student to eat daily during the morning. Community snacks will not be provided and sharing food is discouraged due to food allergies. Snack time is during Guided Reading/Centers and students must be able to continue working while eating their snack.

Transportation

If your student has a temporary change in transportation, please inform your child's teacher and Ms. Pat/Ms. Michele in the office. It is required to send a note with your student and send an email to lewandpo@pwcs.edu and tluchomb@pwcs.edu, or call the office (703-580-6501).

Volunteering

Students are *required* to earn 10 volunteer hours, which must be completed in order to participate in special end-of-the-year festivities. Your student will earn 3 hours through their classroom job and will need to complete the remaining 7 hours after school or at home. Student volunteer hours must be recorded in their agenda on page 7. Encourage your child to give service to something they are interested in and excited about. Here are a few ideas from past students:

- Pick up trash at a park or in your neighborhood
- Serve dinner to people in need
- Make cards for a community help, nursing home, etc.
- Donate clothes/toys to charity
- Hold a lemonade stand and donate the money to a charity
- Help at fundraiser or other event

Parents are *required* to earn 10 volunteer hours on behalf of each student enrolled at Porter. Parents may contact their student's teacher and/or the office for volunteer opportunities. Please remember to record your hours online via Porter's Web Page.

Water Bottles

A well hydrated brain is a brain ready to learn! Sign up to donate water bottles to our classroom on our webpage through SignUp Genius. We need a set for 27 students. (Bottles with pop tops are preferred)

You may earn one parent volunteer hour per case with a maximum of three hours made in donations.

Thank you for reading!

Please sign the acknowledgement slip on the front page!

Return to your child's teacher.