

NUTS AND BOLTS

WORKING HOURS

Our hours are from 8:00 a.m. to 4:00 p.m. each day. I am available by phone until 8:20 a.m. My planning time is from 2:10-3:05 every day. This is often the first time I get to check my e-mail/voice mail after the school day has started. You can also send a written note to school in the take home folder. I will try to respond to all messages as soon as possible. Please feel free to call or write if you have any questions or concerns. I will be happy to discuss them with you.

Teacher Voicemail 892-3999 ext. 2057

e-mail: megan.shellhorn@raypec.org

THE SCHOOL DAY officially begins at 8:45. Students may begin arriving at 8:35 (8:25 for breakfast). If you get here before 8:35, please direct your child to the cafeteria before going to classroom. Please help your first grader practice independence and responsibility by allowing him or her to walk to our classroom unattended. If your child arrives after 8:45, he/she will need to be checked into the office by an adult before coming to the classroom. For safety precautions, please be sure to use the main entrance at all times when entering and exiting Stonegate Elementary.

ABSENCES due to illness should be reported to the office or to my voicemail 892-1900 ext. 2057 so I can enter it as excused into our SIS program. Attendance is important in first grade because so many of our daily activities are done orally or involve hands-on practice with manipulatives that cannot be done at home. If your child is absent I will be glad to take the work missed to the office at the end of the day so you may pick it up.

DOCTOR APPOINTMENTS

If possible, please try to schedule any appointments after school or late in the afternoon. The morning is our most important academic time. Please be sure to send a note if your child will be coming to school late or leaving early due to an appointment or it will be counted as an unexcused absence.

LUNCHES

We will eat lunch from 11:25-11:50 each day. We welcome parents to eat lunch with your child. **Please send a note if you plan to eat with your child.** There have been several times over the past years when a child has told me mom or dad is coming and unfortunately they didn't show up. This is a devastating situation for a first grader. Sometimes they just get confused when mom and dad say maybe. If I have a note from you, I will know for sure that you are coming. If you need to order a lunch from the cafeteria, please let me know your choice too so I can send it down with the morning lunch count.

SPECIAL CLASSES will be on a three-day rotation. Please help your child remember to wear tennis shoes on the days they have P.E. or they will not be able to participate. Shoes other than tennis shoes are a danger to children playing and ruin the gym floor.

Parent Communication Folders (Take-home folders)

Please check your child's folder every evening. We will write any reminders for that day and other notes will be in the agenda pocket. Please be sure to initial on the PI (parent initial) line every day, even if we have not written in the agenda. Please place all lunch money, notes to me, etc. in the parent communication folder. Your child is responsible for checking the folder each morning. I will also check the parent signature area of the folders every morning to see if there are any questions written from you.

BIRTHDAYS

Your child is welcome to bring a birthday treat on or around his or her birthday. This is optional, of course. Please make sure it is something from our district approved snack list. *If you send something not on the list I will not be able to share it with the class.* For safety reasons, we also have a district policy that all treats sent in must be purchased from the store. We are not able to pass out goodies baked at home. We will celebrate birthdays at the end of the day around 3:15. A child with a summer birthday may choose another day during the school year, such as their half birthday, to bring a treat. We currently have 19 students.

FIELD TRIPS

We will have 2 field trips this year, one in the fall (to be determined) and one in the spring. Because some field trip locations can accommodate more adults than others, we try our best to allow parents who want to join us to go on at least one of the first grade field trips. If we have a limit on the number of parents who may go, we will have a fair drawing to determine parents who join us. Those who do not attend the fall field trip will be considered first for the spring field trip.

LIBRARY

Our library time is on Monday afternoon from 12:45-1:00. Each child is allowed to check out two books, one picture book for enjoyment (mom or dad reads to them) and one "good fit" book to practice their reading skills. The books will need to be returned each Friday morning so the librarians have a chance to check them in before our library time. I encourage the children to keep their books and reread them for the entire week. ***READING with your child on a daily basis is the single most important activity you can do to help him or her be a successful first grader. Fifteen to twenty minutes of reading practice each night is much more beneficial and effective than reading for long periods of time occasionally. Reading skills are developed through repetition and practice!***

READING RECORDS

Your child has been given a folder with reading records inside. Please use these reading records to record books read away from school. Please send it back to school each time a reading record page of 10 has been completed. When your child has completed a sheet of 10 books read, he or she will put a sticker on our reading goal poster. Our goal for first grade is to read a minimum of 100 books away from school. This averages out to just 9 books read a month. In May, we will have an ice cream celebration for everyone who has worked hard to reach the reading goal. You can do it! Books may be repeated on the reading record sheets because it is important for children to reread books they are familiar with. Please do not put the same book more than two times on a reading record form. Also, for chapter books, count one chapter as a book read, or two chapters as a book if it is a shorter book.

If you have further questions regarding school policies or procedures, please refer to the Parent Handbook. Thank you!



Mrs. Shellhorn's First Grade Wish List



There are a few items that are not on our supply list that would be wonderful to have for our class. If anyone would be willing to donate any of these items, it would be greatly appreciated.

Thanks a bunch!! 😊

Red pens

Thin line markers (for our writing station)

Books on CD (for our listening station)

Wet wipes

Glue sticks (We start to run out in March!)

Post it notes

*Gift cards to the following places in any amount would also be very helpful to purchase project supplies and other items for the classroom throughout the year:
Target, Wal-Mart, Michaels.