



Kopper's  
Crew  
Handbook

2011-2012

# Welcome to Kindergarten!

Welcome to a new school year! I am excited to be sharing this year with you and your child! Kindergarten is an important year. We will build new friendships, skills, and learn MANY new things. We will make mistakes together, succeed together, and grow together. This handbook has been created to help you get to better know our classroom routines. If changes are made during the school year you will be notified right away. Feel free to contact me with any questions or concerns. Thank-you for taking time to read through the handbook!

Warmly,

Mrs. Kopper

Crew Leader for C-2



## **Crew Responsibilities**

When we care about each other  
and our classroom  
we share what we have,  
listen carefully,  
help each other learn,  
work hard  
and have fun together.

We understand  
that everyone makes mistakes.

We stand up  
for ourselves and others,  
and when someone asks us to stop,  
we stop!

This is who we are  
even when no one is watching.

**We are Kopper's Crew!**

## FULL DAY KINDERGARTEN ☺

Our full day program provides an environment which allows the learner to...

- Engage in meaningful tasks
- Take ownership and responsibility for his/her learning
- Be a problem solver and a decision maker
- Learn at one's own pace in a developmentally appropriate environment



### Communication

#### Mrs. Kopper's Contact information

Phone: 655-2855 ext. 4420

Email: [KopperD@gowcs.net](mailto:KopperD@gowcs.net)

\*Please note that I may not be able to answer the phone during class time. Please leave a voicemail, and I will return your call as soon as I am able. To set up a "conference" or chat time (outside of our regularly scheduled conference times in the fall and spring), please call or email so we can set up a time for after school. Before school is a very busy time for me, as I am prepping for our day. Email is also a great way for us to "touch base" and discuss many things... and can be done flexibly as we are both available.

#### Discovery Office contact information

Phone: 655-2855 ext. 4000

#### Parent contact information

Please keep your contact information current--- this includes phone numbers, email addresses, home/work addresses, and emergency contacts.

## Classroom Rules

I know that each child will find success. I have high expectations for each of my students.

- I expect that students produce quality work that is neat and that students are proud to see hanging in the hallway.
- I expect that students follow The Rules of the Classroom and the school
  
- **Be Kind and thoughtful both in your words and actions**
- **Be Safe in the classroom, the hallways and on the playground**
- **Be Respectful (Follow directions given by the teacher and other adults at school)**
- **Be Cooperative (Work quietly and carefully speak at appropriate times and give your best effort in everything so that you are setting a good example for those around you)**

## Supplies

Please send the following supplies to school with your child:

1. 1 roll of paper towels
2. 1 container of disinfectant wipes
3. 1 box of tissues
4. Water bottle
5. Oversized tee shirt (labeled with your child's first and last name).
6. 1 pair of child sized white socks
7. Wide ruled composition notebook (not spiral bound)
8. Water bottle labeled with first and last name.

\*Your child will also need a full sized backpack for carrying lots of important notes and projects.



## Snack

Each day there will be time set aside for morning and afternoon snacks. **Each child is asked to bring his/her own small, healthy snacks each day.** I ask that your child bring his/her own snacks due to the many allergies that exist. Suggestions for a daily snack include: applesauce, graham crackers, yogurt cups, fruit, veggies, fish crackers, pretzels, pudding, etc. Snack time will be optional for students. If students choose not to eat snack at the set time, they may do other quiet activities (e.g. read books, journals, etc.).

**\*If I become aware of any student food allergies, procedures for snack may change.**

## Lunch

Kindergarten students will eat lunch at 11:05 AM. Students have the option purchasing hot lunch or bringing a cold lunch from home. Please label your child's lunchbox, if sending one to school

You may set up a lunch account for your child. Please contact the kitchen or Discovery Office for more information.

## Brain and Body Break

Following lunch and recess we will have a short Brain and Body Break in our classroom. During this time students will find a spot in the room to call their own. They may read books, rest, or do other quiet activities. This is a time to reset ourselves for an afternoon of learning. At times I may do stretching exercises with the students, or play a brain game geared toward helping them settle back into the classroom.



## Birthday Treats

Birthdays are my favorite holiday to celebrate! We will celebrate in class with special recognition and a song. I also ask the birthday student bring in a favorite book to share with the class as part of the birthday celebration. So everyone may celebrate safely, if you would like to bring a birthday treat, please make sure it is a non-food item. You could bring a simple craft for the class to do or small trinkets such as, pencils, stickers, bubbles, etc. We will also celebrate half birthdays for those children whose birthdays are in the summer. Please let me know if you'd like to do that... and what day you'd like to celebrate. Of course, family members are welcome to join in the celebration!



## Book Orders

The book orders are an excellent opportunity to encourage your developing reader at very reasonable prices! In addition, for every dollar spent, we earn points towards free books for our classroom. If you decide to order, please fill out the provided order form (with checks payable to the specific book order company) OR you may order online! If you order online, we get more free books! YAY!! Attached to the monthly book order will be a sheet reminding you of our classroom's log-in and password. The orders take about two weeks to come in once placed. Students will participate in Related Arts for 45 minutes each day. A Related Arts schedule for the 2011-2012 school year will be sent home.

## Related Arts

1. Fit for Life (gym)—Mrs. Pemble and Mr. Plaxton

Fit for Life teachers request that your child wears tennis shoes (e.g. tie, slip-on or Velcro). If your child does not wear proper footwear he/she may not be able to participate in the days activities. You may choose to

keep an extra pair of gym shoes and socks in your child's cubby during the school year.

2. Music—Ms. Lowry

3. Visual and Creative Arts—Mrs. Post

Dance and art are included.

4. Spanish—Senora Hartges

## Recess

Physical activity is important for growing bodies. Students will have recess each day before lunch. We will also attempt to go out for recess in the morning and/or afternoon, please be aware of the weather and dress them appropriately for outside time.

## Newsletters/Webpage



Your child will be bringing home a GREEN folder filled with important papers. It is a powerful communication tool between home and school. Please check for this folder *each night* in your child's backpack and send anything for me back to school in it. I will check the folders for messages from home. You can expect to find your child's work, notes from me, notes from the office, book orders and homework instructions. In accordance with the School Board policy, important information will be sent home on Tuesdays and Fridays (although there may be notes on other days as well, so please always check), so be sure to clean out the folder on those days each week.

A classroom newsletter will be sent home every other Friday beginning on September 16, 2011. You may choose to receive the newsletter in paper form, or by email. The newsletter will also be available on our classroom webpage. If you choose to receive a paper copy of the newsletter, please look for it to be printed on purple paper.



Our classroom webpage may be accessed through the district's website (gowcs.net) by clicking on Schools, Discovery Elementary, and Staff Webs.

The direct web address is:

Kopperscrew.weebly.com

## Transportation

### Buses

Buses drop off and pick up your child in the bus loop located at the front of the school.

AM Drop-off: 8:00

PM Pick-up: 3:10



Do not park in the bus loop, when dropping off or picking up your child. Please use the parking lots. Parking in the bus loop is dangerous to children.

### Car Loop

A parent pick-up and drop-off car loop is located on the south side of the school. Any questions regarding this should be directed to the Discovery Office.

### Late Arrivals

If you are dropping off your child after 8:05 AM, you must sign him/her in at the office.

### Transportation Changes

If your child's transportation changes, you must notify the Discovery Office and bus garage.

## Sharing

Your child will have the opportunity, once a month, for a special share day. On this day he/she is encouraged to bring a special item to tell the class about. Help your child prepare for share by asking him/her questions about the item. Have your child rehearse what he/she would like to say.

A Share Calendar will be sent home each month. This calendar will also be available on our class webpage.

A Sharing Theme is suggested for each month. The theme is meant to serve a guide to help with sharing ideas. If your child chooses not to bring an item related to the theme it is okay 😊

## Classroom Parties



We will have 3 classroom parties throughout the school year: Halloween, Holiday and Valentine's Day. Parents are encouraged to help and organize the parties. Sign-up sheets are available during Open House, and Opening Day. You may contact me any time, as well.

If your family does not celebrate a certain holiday, please let me know so we can talk about options.

## Parent-Teacher Conferences

Parent-Teacher conferences are scheduled for Tuesday, November 1, 2011 and Monday, March 26, 2012.

Sign-up sheets will be available during Open House and Opening Day. You may also contact me to set up your conference.

Conferences are scheduled for 15 minutes. Additional time can be scheduled before or after school. Please make every effort to attend your child's scheduled time.

## Volunteers

There are many ways to volunteer in our classroom and school.

1. Sign up to help with classroom parties
2. Sign up to help with in projects/student activities in the classroom.
3. Sign up to help with projects at home (e.g. preparing materials)
4. Attend field trips
5. Parent Teacher Student Association (PTSA)



## Appropriate Clothing

Kindergarten is your child's "job"... albeit, a really cool and fun job. Please make sure they are dressed appropriately for that job! We will do a lot of exploring and creating and sometimes it is really messy. Please dress your child in clothing that is OK to possibly get dirty or even stained. (It does happen sometimes... sorry! ☹️) In addition, we will be very active... lots of physical activity both indoors and outdoors. Please dress your child for this. WE STRONGLY DISCOURAGE ANY TYPE OF FLIP FLOPS, SANDALS, HEELED, OR OPEN- TOED SHOES. Five year olds are working at coordination and agility in their gross motor endeavors, and we have seen many a chipped tooth, scraped knees/elbows and even some broken bones simply because of inappropriate footwear. WE STRONGLY ENCOURAGE TENNIS SHOES or OTHER CLOSED-TOED, SOFT-SOLED SHOES that are appropriate for all school activities both inside and out.

## Classroom Wish-list

The following items are appreciated any time during the school year.

1. Disinfectant wipes
2. Extra Snacks
3. Gallon or sandwich zipper bags
4. Walmart gift cards for photo processing
5. Newspaper
6. Spoons
7. Paper Towel
8. Baby wipes
9. Glue Sticks
10. Double sided tape
11. Apple Cinnamon Glade Plug-In Refills