

Mrs. Buswell's Handbook



Dear Parents,

Welcome to third grade! I am going to have a busy and productive year, filled with exciting learning activities, special events, and much, much more. Each week, a newsletter will be posted on my classroom website and emailed sharing about what your child is learning, lunch menu, and important dates.

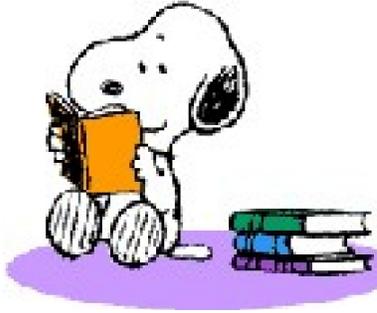
Our third grade team consists of five third grades. The program is structured to closely resemble a real community. I recognize that children learn from parents, teachers, and each other. I will try to provide students with the opportunity to interact with each of these sources. This year my class will be working closely with other the other third grade teachers, which will give the students an opportunity to interact with their third grade peers.

I am going on my 22nd year of teaching. I graduated from Penn State University where I majored in elementary education. I also received my masters from Penn State in curriculum and instruction. I moved to Lancaster from the Berks County area. Currently, I live in Lititz with my husband.

Finally, I believe you are the most important person in the life of your child. Thus, it is imperative that we work as a team to provide your child with the learning experiences he/she deserves. I look forward to meeting all of you at Parent's Night. I am excited to share this year with you and your child. You can reach me by notes, email cynthia_buswell@etownschoools.org, or voicemail 717-361-0099.

Sincerely,

Mrs. Cynthia Buswell



What about homework?

Each Monday your child will receive a list of homework choices for them to complete throughout the week. This will be found in their daily agendas. They have to **complete three choices** and have **three parent initials** to show the homework is completed. Homework needs to be completed by Friday.

Nightly Reading

Every night your child is expected to read a book that they choose from school or at home for fifteen minutes. Once your child reads their book you will fill out their book log, which they are responsible for bringing to school everyday. If your child is reading a chapter book, they are not expected to read the whole book in fifteen minutes. You can record the chapter that your child completed. Some books may also take your child more than one night to read. **Students may keep reading their book for as long as needed, and they can read books from home.** My goal is to have your child enjoy reading.

New this year are agendas and take home folders. Students will also be filling out their homework in their agenda too. **They will be responsible to bring their agenda to school everyday as part of their homework.** Inside their take home folder you will also find a reading log sheet. Each day it will be checked and collected once the log is completed. **You will be able to find extra logs on my classroom website.**

Tests and Study Guides

Before each test students will receive a study guide about a week before the test. Study guides will also be attached to the weekly newsletter email and will be posted on my website.

Toys

Please keep all toys at home. I also encourage items that are special to your child and would upset your child if they were to lose them to remain at home.

Water Bottles

Your child may bring in water bottles to school. They may only bring water to school. Please make sure their name is on their water bottle.

Birthday Treats

This year as third grade team, we decided due to the number of food allergies in each of our classrooms to not pass out birthday treats. Our concern is for the safety of our students. You can still pass out non birthday treats like stickers, pencils, or erasers. If you have any questions please contact me by note or email at cynthia_buswell@etownschoools.org.

Important Information

1. Lunch menus can be found on the Elizabethtown website and the East High website.
2. The school wide calendar can be downloaded from the Elizabethtown website and the East High website.
3. Breakfast is available for students in the morning from 8:30- 9:00.
4. Free and reduced lunch forms can be found on the East High website. They need to be filled out yearly.

Special Schedule

Our Daily Specials

Day 1: Cubs 11:25- 12:10

Day 2: Music 11:25- 12:10

Day 3: Gym 11:25- 12:10

Day 4: Art 11:25- 12:10

Day 5: Computer 11:25- 12:10



Lunch-- 12:15-12:55

*** Students eat lunch first then they go to recess.

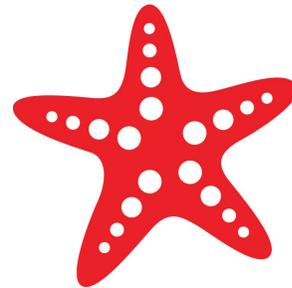
Leadership Habits In The Room

I am hoping to make this year a positive experience for your child. Our school has also implemented building wide the **The 7 Habits of Happy Kids**. **Each month we will be discussing and practicing one of the 7 habits.**

In order to guarantee your child the positive learning environment he/she deserves, I will follow the 7 Habits, and I have formulated a more specific plan for behavior that will be followed in my classroom. Below are leadership habits that will be part of your child's class environment.

Leadership Habits

- 1. Be Proactive**
- 2. Begin with the End in Mind**
- 3. Put First Things First**
- 4. Think Win- Win**
- 5. Seek First to Understand**
- 6. Synergize**
- 7. Sharpen the Saw**



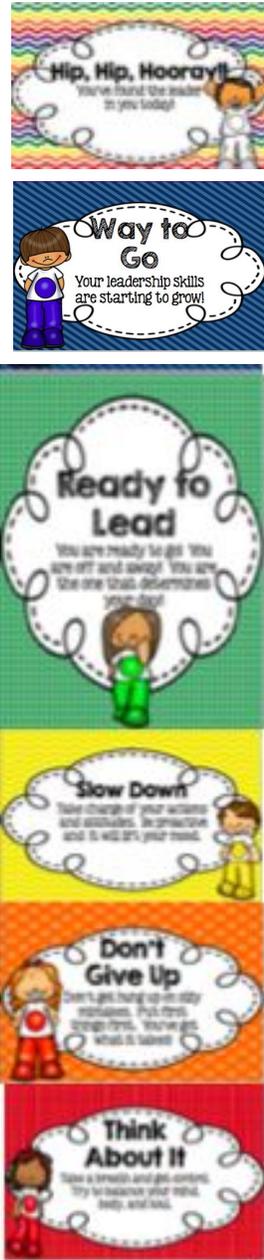
Leadership behavior will be rewarded individually and by the whole group. In my room, I use a clip chart to help students monitor their use of the 7 habits in the room. Each student will have a star chart. At the end of the day, if the student has stayed on green or moved to the color blue or rainbow on the clip chart they will earn a star. When the chart is filled, they will get to pick a reward.

When the class or individual students are caught following habits a link will be added to the class chain. When the chain touches the ground the class will decide a class reward.

Students will also have a chance to earn a brag tag when they are using one of the 7 habits, completing homework, and reading at night.

Clip Chart

I will be implementing the clip chart where students will move their clip according to the day they are having.

What each color means	Clip Chart Colors
<p>Hip,Hip Hooray! (Rainbow) Today, you exhibit many leader traits! You will earn a brag tag, daily star, and an extra star!</p> <p>Way to Go! (Blue) Today, you showed a leader trait! You will earn a brag tag and your daily star!</p> <p>Ready to Lead (Green) This is the starting point that determines your day! Stay on this spot and earn a star! The goal is to stay on the green for the entire day!</p> <p>Slow Down! (Yellow) Warning! You need to make a change in your behavior! Make a goal about which habit you can use to help you succeed! You will lose your daily star and will complete a think sheet.</p> <p>Don't Give Up! (Orange) You need to think how are you going to make better choices. What goal can you set? What habit do you need to work on? You will lose your daily star, complete a think sheet, and at recess conference with the teacher about making a proactive choice.</p> <p>Think About It! (Red) Your behavior still need some work. A phone call to the principal and/ or parent is needed to help you get back on track. You will lose your daily star, teacher/ principal choice behaviors, and complete think sheet.</p>	

Please return this sheet by September 9th

Third Grade Discipline Plan Acknowledgement:

___ Yes, I have read the Discipline Plan for my child's classroom.

Student Signature _____

Parent Signature _____

Newsletter:

Each week you will receive the weekly newsletter by email. The newsletter can also be found on my classroom website. This is a great way for me to stay in touch with everyone. I send out weekly emails to share papers that were sent home and to communicate about upcoming events. I have used all the emails from your contact information. If you would like me to use a different email that is not on your contact information fill out the form below.

Name _____

Student's Name _____

Email _____

Email _____

Email _____

Email _____