



# Curriculum Day Packet



Mrs. Lundgren's 3rd Grade Class  
Pui Tak Christian School 2019-2020

Dear Parents,

I look forward to meeting you and getting to know you more throughout this upcoming school year as we partner together in teaching your child!

This packet contains information that you may find helpful as we begin this school year.

**Weekly Summary Report:** Each week I plan to send an update through Classtag that will be a great way to stay updated on what we are doing in class and any important announcements.

**Google Classroom:** Each student will have all of their homework and classwork posted on google classroom. They will refer to google classroom to find *homework assignments, weekly spelling words, and their weekly bible verse*. You will also be able to see feedback on the assignments they have turned in as well as their grades. Google classroom also allows you to check whether or not they have any incomplete or missing assignments. Please check this daily. It is my way of communicating how your child is doing from day to day.

If you have any questions for me, please don't hesitate to contact me by email at [meaganlundgren@puitakschool.org](mailto:meaganlundgren@puitakschool.org) or message me through Classtag.

Blessings,

Mrs. Lundgren

## Reading

Each quarter I will be assessing each of the students using a reading leveling system called *Fontas & Pinnell*. Through these assessments I am able to determine the reading strengths & weaknesses of each child, and what reading level is most adequate for them. As a result I will better be able to divide them up into strategy groups where they can work on the areas they need the most growth in as readers. We will be using a curriculum called *CAFE* for our reading workshop. The letters in *CAFE* represent 4 different aspects of reading —Comprehension, Accuracy, Fluency, and Expand Vocabulary. We will be working on various reading skills and strategies in these 4 main areas. Each quarter I will hold one-on-one conferences with students to work on their personal reading goals & areas of need. Additionally, we will do many whole group lessons on strategies in each of these areas. We will also be doing whole class or small group novel studies this year based on the genre focus for that quarter. Throughout the year we will learn to monitor comprehension, ask questions, make connections, visualize, infer, determine importance, and synthesize information. We will be using both fiction and non-fiction texts, and the students will be working with both grade level books as well as their personal reading level books.

## Spelling

Our spelling curriculum comes from *Words Their Way*. At the beginning of each week, each student will receive their spelling list. The spelling lists will focus on word patterns, syllables, or affixes. Students who show a high level in spelling will receive 5 challenge words in addition to the weekly list. During the week, students will work on sorting, identifying patterns, and writing their spelling words. Words will be introduced in class, but most of the spelling activities and practice will be done for homework. (Please reference the Homework & Spelling Expectations section for daily guidelines.) On Fridays, students will have a spelling test over their words through google forms.

## Writing

Students will be learning and practicing how to write in different genres each quarter. Each unit will begin by reading & discussing an array of texts within the genre we are studying. We will identify characteristics of the genre, write in the genre as a class, and then use a checklist or rubric to assess individual work. I will

also be using a curriculum called *6 + 1 Traits of Writing*. The traits addressed through this curriculum include: ideas, organization, voice, word choice, sentence fluency, conventions, and presentation. Alongside the writing pieces, I will incorporate lessons focused on grammar.

## Math

The curriculum we use for math is called *Envision Math*. The 3rd grade curriculum is divided into 16 topics that will be covered throughout the year. The class engages in activities such as whole group lessons, partner work, independent work time, and review games. In addition, I work with students one on one or in smaller groups as needed throughout the class time. They will have Math homework daily related to our in-class lessons. If needed for extra practice, they will be able to access the IXL website for online math practice related to the skills we worked on that week in class.

## Social Studies

In social studies, we begin our year talking about the idea of family & community, and will move into a unit about our great city of Chicago! We hope to cover a number of topics this year in the areas of geography, history, economics, government/citizenship, and culture.

## Science

Students will be covering a variety of topics introduced through a new curriculum called *StemScopes*. We will be learning about science through a combination of reading, discussion, and hands-on investigations (experiments). All the lessons are based on Next Generation Science Standards. We hope to explore traits of organisms, relationships between organism traits and survival in habitat, how climate affects organisms, and the study of forces and motion!

## Bible

We will be using *Summits Building on the Rock* curriculum. The students will spend the first part of the year learning biblical truths. During the second half of the year, they will see how those biblical truths apply to stories we read in the Bible.

# Homework Policy

**Reading Log-** Students will be required to read a minimum of 20 minutes each night. Students will record their reading minutes on their reading log in the BEE Binder as well as write a response to what they had read (responses include: summary, prediction, asking a question, making a connection or visualizing)

**Spelling Homework-** explanation to come in another note

**Math Homework-** daily

**Chinese Homework-** given by the teacher who teaches them Mandarin, and the students are responsible for keeping track of that homework

**Memory Verse-** Students will have a weekly memory verse that will be tested every Wednesday for a quiz grade.

## What you need to know

✓You are responsible for checking to see if your child has completed their homework and classwork through google classroom each day. This will function as a planner.

✓If a child does not turn in his or her homework the day it is due, they will receive zero credit for that day's homework grade.

✓Homework will be taken for a completion grade.

✓Your child will be given homework four days a week (I do not give homework on Friday's), and it generally takes the children 60 to 90 minutes to complete.

Assignments will be given for the purposes of building reading fluency, reviewing Math skills taught that day, and helping your child prepare for upcoming Spelling tests and Bible Verse Quizzes. Additional assignments will be given to correlate and reinforce the other subjects on a regular basis as well. Assignments are recorded through google classroom. At the end of the week, please email me letting me know whether or not they completed their reading logs.

**In the case of an absence,** extensions will be given for multiple excused absences as follows: one day of an extension per one day absent. **Make up work will be given upon return.**

# Reading HW Guidelines

Students are assigned to read for 20 minutes each school day. They may read books of their choice, as long as their book is a "Good Fit" book for their level. Encourage your child to explore a variety of genres when choosing books to read. They are not allowed to read picture books for their reading homework. They can write the title & author of books they read, as well as a response to what they read on their Reading Log assigned through google classroom. Students will submit their reading logs each week through google classroom and please send me an email confirming they read the assigned minutes.

**NOTE: If your child attends After School Homework Club, reading is the last assignment they do. Therefore, please check your child's Reading Log on a daily basis to ensure that the reading has been completed.**

# Spelling HW/Expectations

Your child will be bringing home a collection of spelling words weekly. Each night of the week your child is expected to do different activities to ensure that these words and the spelling patterns are mastered. These activities are being modeled and practiced in school this first week, so your child can teach you or Homework Club helpers how to do them. Students will be tested on the words from their Spelling lists each Friday. Spelling homework will probably begin next week or the week following. Depending on how our whole class work and assessments go first.

Here's what to expect each day:

**Monday:** 1.) Your child needs to sort their new words into categories like the ones we did in school. Your child should read each word aloud during this activity.  
2.) Ask your child to do a speed sort by sorting them a second time as fast as possible. You may want to time them.

**Tuesday:** 1.) Do a blind sort with your child. Ask your child to lay down a word from each category as a header. You then will read the rest of the words aloud one by one. Your child must indicate where the word goes without seeing it. Lay it down

and let your child move it if he or she is wrong.

**Wednesday:** 1.) Use each word in a sentence that contains 7 or more words. Turn in sentences through google classroom.

**Thursday:** Study for Spelling Test

**Friday:** Spelling Test! No homework!

## Communication

**Email/Phone:** Throughout the school year, you can best reach me by my school email address, calling me through the school phone line, or a scheduled conference.

**Classtag:** A primary source of weekly communication will through Classtag. Please make sure these emails are not sent to your spam. On Classtag, you will be able to see announcements, sign-ups, and pictures! You can also message me through Classtag. I ask that you first refer to these resources to answer any questions you have or to look for needed reminders.

I will do my best to respond to any communication within 1-2 days of your call or email. Please be patient with us teachers, as we have many hats to juggle at school and wish to give our full efforts to the education of your children and our responsibilities at the school. We also personally seek to set healthy boundaries for ourselves. Most emails or calls received outside of official work hours (8-4 Monday-Friday) will most likely not be addressed until the next workday. I appreciate your understanding and respect in these matters.

## Ways to Help Out

Please let me know if you are interested in serving our class in any of these!

**Snack Donation (on-site only):** I'd love to have a rotation of parents who would be willing to send in any prepackaged healthy snacks (pretzels, granola bars, etc.) once a month for our class to enjoy during our morning break.

**Prize Donations:** We earn jewels in our class for good behavior and can use them to buy prizes from Mrs. Lundgren's Treasure Chest! If you have any small or medium sized items to donate to our supply of treasures, please let me know. They

could include almost anything - cool erasers and pencils, small trinkets or toys, small grade appropriate books, etc. A variety is great! Simply ask if you have something in mind to send!

## **Snacks and Water Bottles**

Students will be allowed to bring pre-packaged snacks and bottle of water for snack time each day. Please be sure they eat breakfast in the morning and bring a snack. If you're interested in providing healthy snacks for the whole class at some point this year, please let me know! I will NOT be providing snacks for students.

## **Celebrating Birthdays**

We would love to celebrate your child's birthday! Birthdays will be celebrated during lunchtime in the cafeteria. If you would like to provide some kind of treat for your child to share, please make sure that it is pre-packaged and give to administrators in the office. They will hold the items until lunch and then distribute for lunch.

# 3<sup>rd</sup> Grade Rules

## 1. Listen When the Teacher and Others are Talking

*"My dear brothers and sisters, take note of this: Everyone should be quick to listen, slow to speak and slow to become angry," James 1:19*

- a. Keep your microphone off, unless you have a question or prompted.
- b. Keep your camera ON at all times
- c. PARTICIPATE

## 2. Act Loving and Kind

*"Love the Lord your God with all your heart and with all your soul and with all your mind.' This is the first and greatest commandment. And the second is like it: 'Love your neighbor as yourself.'" Matt. 22:37-39*

- a. Show kindness in your words & actions.
- b. Keep hands and objects to yourself.
- c. Bullying is not tolerated.

## 3. Use Self-Control

*"For the grace of God has appeared that offers salvation to all people. It teaches us to say "No" to ungodliness and worldly passions, and to live self-controlled, upright and godly lives in this present age." Titus 2:11-12*

## 4. Show Responsibility

*"Whatever you do, work at it with all your heart, as working for the Lord, not for human masters, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving." Colossians 3:23-24*

- a. Turn in assignments on time

## 5. Stay Diligent

*"Do your best to present yourself to God as one approved, a worker who does not need to be ashamed and who correctly handles the word of truth." 2 Timothy 2:15*

- a. Do the best that you can do on all your work.
- b. When you make a mistake, learn from it & keep trying!

# Behavior Clip Chart

We will be using the clip chart behavior system this year, which consists of rewards and consequences. They have the opportunity to move up or move down on the clip chart.

## Consequences



**Warning: Think About It:** Student will receive one verbal warning.



**Second Warning: Teacher's Choice:** Students will receive a second verbal warning and a note home to parents.



**Parent Contact & Reflection Sheet:** If the misbehavior continues, students who reach the third step will be given a *Reflection Sheet*. The *Reflection Sheet* is an opportunity for them to **Stop** and **Think** about their behavior (where it comes from, how they can do something differently, etc.). It must be completed, signed by a parent, and scanned back to the teacher. I will also contact the parent by phone or email at the end of the day. If a student receives **three Reflection Sheets** regarding misbehavior in one quarter, a meeting will be set-up with the teacher, the parents, and possibly the administration.

**\*\*ZERO TOLERANCE\*\*:** If any of the following misbehaviors occur, students will skip the first three steps, receive a Think Sheet, and the parent will be contacted: **lying, cheating, stealing, bullying, inappropriate language, and physical aggression**. Depending on the severity of the above mentioned misbehaviors, administrative intervention may be necessary in addition to a conference with the parent.

# Rewards



**Ready to Learn:** The student begins each day on ready to learn. The student is on task and making good choices.



**Great Day:** The student moves up on the clip chart to *Great Day* if they are on task and choose to do something that stands out from the others in the class. If they end on *Great Day* at the end of the school day, they will receive a sticker in their planner.



**Outstanding:** The student moves up on the clip chart to *Outstanding* if they are showing exceptional obedience to the classroom rules. If they end on *Outstanding* at the end of the school day, they will receive a jewel on their clip and will get to choose a class coupon for their reward.

## Example behaviors for *Great Day* and *Outstanding*:

- a) Arriving at school on time and ready to learn.
- b) Having their homework completed and planner signed.
- c) Not receiving any negative consequences for behavior that day.
- d) Demonstrating random acts of kindness, encouraging another student, being helpful, etc.

\*\* Your child will update you on where they ended on the clip chart each day by coloring completing their behavior charts during "check out/dismissal."

**10 Jewels=** the SILVER CLIP= Special Class Coupons or Mrs. Lundgren's Treasure Chest

**20 Jewels=** the GOLD CLIP= Special Class Coupons

**30 Jewels=** Create your own Clip= Special Class Coupons or Mrs. Lundgren's Treasure Chest

\*\*\* If you would ever like to donate special items towards our Treasure Chest, or be a part of donating treats towards one of our class reward parties, please let me know!