



Horizon Science Academy  
Belmont  
4th Grade Syllabus  
2016 - 2017 School Year

Please keep the information given in this packet, but sign and tear off the last page and return it to school by Friday, 9/16/16.

# WELCOME TO 4th GRADE!

4th Grade Syllabus: 2016-2017

We are very excited for this school year!  
This year we will refer to 4A and 4B as universities in order to start promoting interest in furthering education after high school.  
4A is referred to as NIU (Northern Illinois University) and 4B is referred to as Bradley University.

Check out and subscribe to our teacher websites! We will have upcoming events, homework, and helpful documents on our websites!

**Ms. Mensah - ELA/Social Studies information**

<http://mensah0.wixsite.com/horizon4thgrade>

**Ms. Issen - Math/Science information**

<http://issen4.weebly.com>

This year we are going to be focusing on ELA and Math.  
4th grade is a BIG step up from 3rd grade. Students will have higher expectations for classroom behavior, demonstrating personal responsibility, and independence. Please review this information carefully, sign at the bottom, and return the signed section of paper to school with your child by the end of this school week (September 16, 2016).

\*Students can earn 5 extra dojo points if the paper is turned in tomorrow, September 13, 2016!\*

## **Breakfast**

4th graders who eat breakfast at the school are to go to the cafeteria first, collect breakfast, and then bring it back to their homeroom to be eaten at their desk. Breakfast will be served daily beginning promptly at 7:40AM. Breakfast will end promptly at 8AM. If the student is in line for breakfast by 8AM they should still be able to go through and receive breakfast.

We recommend getting to school early for breakfast (Doors open at 7:30AM for entrance) because the end times are strict for breakfast.

### **Restroom Breaks**

The less time students spend outside of the classroom means more time and opportunity for learning. We urge parents to suggest to their child to use the bathroom at home before arriving to school. This is because when students get their breakfast and enter the classroom, they are not allowed out until after first period begins.

Unfortunately, the nearest bathroom for 3rd and 4th grade students is upstairs on the second floor. On the first week of school students were shown where these bathrooms were, but because they are not the closest in proximity, we urge students to only go in emergencies. Students will have one opportunity to go in the morning, and one opportunity to go in the afternoon. There are only two bathroom passes (one boy pass, one girl pass). While the teacher is teaching, students communicate nonverbally by putting up 3 fingers in the air letting the teacher know they need to go to the bathroom.

The teacher may then allow the student to go if the bathroom pass is available, and then the student has the responsibility to sign out and in from the bathroom to ensure that teachers know where students are at all times. Failure to sign in and out from the bathroom can result in loss of Dojo points.

### **ABSENCE AND TARDY POLICY**

Our school's policy for absences and tardies is more strict for the 2016 - 2017 school year. According to our attendance policy, students who have 18 or more unexcused absences within a school year may not be promoted to the next grade level. They will repeat the grade regardless of their grades.

4 tardies will count as 1 unexcused absence.

Students in grades 3-5 are expected to be in their classrooms daily no later than 8:10AM. Unless the student is excused by the office, students arriving to class after 8:10AM may be considered tardy.

If a student is continually absent and/ or tardy it is the school's obligation to contact The Department of Child and Family Services.

### **HOMEWORK AND DAILY PLANNERS**

Students will be recording all homework assignments in their daily planners. Parent/guardians will be required to sign the planner each night in the signature box. Students will receive 2 bonus dojo points for planners signed by parents/guardians each day.

The teacher will sign or stamp daily planners daily to verify the student correctly wrote down their homework.

### **Math and Language Arts Homework - (Point values vary)**

- Will be sent home Monday -Thursday
- Will be due the following day unless stated otherwise.
- If there is no homework, it will be written by teacher on planner
- Students will also have the opportunity to complete extra practice Math Packets, which will be sent home weekly. These packets are for extra dojo points, and although not required, will really help reinforce skills.

### **SPELLING TESTS**

Students will take a spelling test every Friday. Spelling lists will be sent home every Monday. If we have a four - day week we will try to send the spelling list home the Friday before so that students have enough time to study. Copies of the spelling lists will also be posted on the Ms. Mensah's Language Arts website weekly.

### **Social Studies Homework - (point values vary)**

- Will mainly consist of in class reading, writing, and projects. Attendance is essential to potentially earning full credit on these assignments.
- If take home work is given, it will be written down by the student in their daily planners.

### **Reading Log - 10pts.**

- Given out every Monday and will be due the following Monday for full credit.
- Students are expected to read at least **30 minutes** every night for homework **Monday - Friday**, 2pts per night.
  - Reading log progress will be checked by the teacher every Wednesday. **Students should bring their reading log to school every Wednesday.**
  - **At school, students will receive a "Bag of books" which will include 2 - 4 books (chapter and/or picture books) from the classroom library depending on student reading ability. These books should include Just Right Books and a challenging book to read weekly. Bag of Books will be used as independent reading books in school and outside of school, BUT students are only allowed to take home ONE book in their Bag of Books. The rest of the books and their bag are to stay at school EVERYDAY.**
  - **Books will only be changed around the end of the following week, if students have completely read the books in their bag. Students will keep books they are not finished with at the time of their reading conference. Parents/guardians are required to sign reading log every night to verify that their child did read at least 30 minutes. Logged reading on the weekends (Saturday &**

Sunday) is optional. Students can earn **5 bonus Dojo points** per day of the weekend if 30 minutes of reading is completed and signed on log by parent.

### **Science Homework - (point values vary)**

- Will mainly consist of in class labs and projects. Attendance is essential to potentially earning full credit on these assignments, since these labs cannot be recreated at home.
- If take home work is given, it will be written down by the student in their daily planners.

### **Grading Policy**

**Projects/Essays: 25%**

**Classwork: 25%**

**Tests: 20%**

**Quizzes: 10%**

**Homework: 10%**

**Bell Work: 5%**

**Participation: 5%**

**Late work will be accepted 1 day after the original due date with a maximum score of 75%.**

### **INCOMPLETED OR MISSED WORK POLICY**

Students who have an absence, tardy, or do not finish their daily class work will be responsible for collecting and completing all missed work. Make up work will be due the following day. It is extremely important that your child is present and on time to school daily. Make sure you are communicating with the school secretary if your child is going to miss school. Check your child's folder daily for blank worksheets. If something is sent home incomplete it should be completed at home and returned to school.

### **BEHAVIOR**

We will be using Class Dojo to monitor classroom behavior this year. You can access your child's report online or on the Class Dojo app!

The behaviors & skills can be seen below. We may add or remove 'positive' and 'needs work' skills throughout the year depending on the needs of our classes.

Eagle Bucks will also be given out for superb student behavior! Students have the potential to earn school rewards if their name is drawn from the Eagle Buck Raffle on Fridays. Behavior clip charts are also hung in the classroom. If students clip up to "Superb Student" by the end of the day they will earn an Eagle Buck and 5 bonus Dojo points. If students clip down to "Reflect with Teacher" students may lose Dojo points and parents/guardians will be called.

**Positive Skills = Points Earned**

Home work  
Super Star Behavior  
Smooth Transition  
Prepared  
Participating  
On task  
Following directions  
Teamwork  
Hands to self  
Brilliant Idea  
Great use of time  
Great Detail  
Listening  
Respectful  
Safe  
Ready to learn  
Nice Effort  
Showing Improvement  
Hard working  
Quiet/Level 0  
Level 1 voice  
Great Hallway behavior

**Needs Work = Point Deduction**

Talking out of turn  
Unprepared  
Yelling Out  
Off task  
Disruptive  
Poor transition  
Disrespect

**Out of seat  
Not following directions  
No Bathroom Pass  
Fire Drill  
Hands Not to Self  
Poor use of time  
Unsafe  
Not ready to learn  
Lack of effort  
Poor choice  
Way too loud  
Refusal to participate  
Physical conduct  
Poor hallway behavior**

### **Specials**

**SPECIALS will change quarterly, students will have the same special everyday.**

**All 4th graders have Spanish 1st quarter!**

#### **4A/NIU: Ms. Mensah**

**MONDAYS & WEDNESDAYS - P.E.  
TUESDAYS & FRIDAYS - TECHNOLOGY  
THURSDAYS - CHARACTER EDUCATION**

#### **4B/Bradley: Ms. Issen**

**MONDAY & WEDNESDAY - TECHNOLOGY  
TUESDAY & THURSDAYS - P.E.  
FRIDAY - CHARACTER EDUCATION**

Please note: students must wear gym uniform shirts and bottoms on days when they have gym scheduled. Both classes will have recess daily so please make sure they are dressed for the Weather.

**Communication & Conferences**

Both Ms. Mensah and Ms. Issen are huge fans of keeping communication open and frequent, however, please schedule a meeting or conference directly through email if you would like to meet with either teacher. Scheduling beforehand allows the meeting or conference to begin promptly without any issues with from the office. Families are not permitted in school classrooms without permission from the school office.

You are always welcome to e-mail the 4th grade teachers. It is easiest for us to e-mail you at the end of the day once the students have been dismissed.

**Ms. Mensah:** [Mensah@hsabelmont.org](mailto:Mensah@hsabelmont.org)

**Ms. Issen:** [Issen@hsabelmont.org](mailto:Issen@hsabelmont.org)

**School's phone number: (773) 237-2702**

We are looking forward to a great school year with you and your fourth grader!

Sincerely,  
Ms. Mensah & Ms. Issen

**Don't forget cut on the line, sign below, and return the signed section of the syllabus by 9/16/16.**

**If this is returned in the next two days (by 9/14/16) your child can earn bonus dojo points!**

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**In regard to the 2016 - 2017 4th grade syllabus,  
I have read and understand what is going to be expected of  
my child this year.**

**Child's name** \_\_\_\_\_

**Parent/Guardian Name (please print)** \_\_\_\_\_

**Parent's/Guardian's Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_