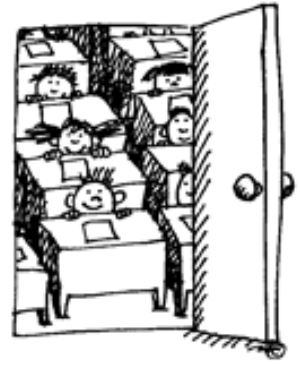


# Welcome to 2J



## Instructional Day

- 8:15-3:15

## AM & PM- Drop-Off

- Pineview Drive Loop (front of school)
- Drop your sweetie on the curb (do not let them walk or run between cars)
- Mountain View Drive (behind the school) is reserved for busses
- Please do not idle your car in pick-up/drop-off areas

## Breakfast, Recess, Lunch

- 8:15- Breakfast in the classroom
- 10:00- AM Recess
- 11:15- Lunch
- 11:40- Lunch Recess
- 2:05- PM Recess

## Special Classes

- Specials are on a three week rotation and occur daily at 1:15
- Wear or bring rubber-soled shoes each day of PE Week (Keep a pair in locker if possible)
- A weekly library check-out will be announced soon

WEEK	SPECIAL CLASS
Week 1	Music
Week 2	Art
Week 3	HPE

## Absences

- **Planned**
  - Appointments for students should be scheduled after school hours, if possible
  - Email or send a note in advance for absences scheduled during school hours
  - Sign your child out at the main office
  - Your child will be called to the office once you arrive
- **Other**
  - Please call the attendance line (**542-4050 - option 1**)

- Personal illness, family illness, death in the family, and religious holidays are all excused absences
- Send me an email if you would like to share the absence with me - I always miss your little darling when they are not at school

### **Clothing**

- Please send a pair of slippers or slip-on shoes for your child to keep at school  
We sit and do many activities on the floor - indoor slip-ons help keep our work areas clean and carpets maintained
- Wear clothing appropriate for messy projects
- Label all removable layers with your child's name, so if anything gets lost, we can get it back to you
- Wear, bring, or keep in locker rubber soled shoes on P.E. week

### **Sharing**

- Your child will soon have an opportunity to share in front of the class
- Watch for a separate information sheet to come home explaining the sharing
- Please, help your child prepare for their sharing day, as they are doing the important work of developing poise in front of peers

### **Take-Home Folder**

- Your child will be issued a "2J Boomerang Folder" (a take-home folder courtesy of our awesome PTA )
- I will check your child's folder each morning for notes, lunch money, etc. and send completed work, flyers, and notes home each afternoon
- Please empty the folder, celebrate the work, attend to notes, and return the folder each school day
- The folder will come home empty some days, but in keeping with the routine it will still make it's cycle and will be available for your correspondence when needed

### **Communication**

- Boomerang folder
- Email - [kjarvis@mcpsmt.org](mailto:kjarvis@mcpsmt.org)
- Voicemail @728-2400 x4707
- Newsletters will be e-mailed on occasion
- Check for information on our classroom website - <https://www.mcpsmt.org/Domain/2298>

Note: I do not check emails and voicemails during instruction time and sometimes do not get to late afternoon messages until after dismissal.

## Deliveries

- If you need to drop something off for your child (ie. lunch, folder, glasses) leave items on the the small table at the front door
  - Label the item with your child's name and "2J" (sticky notes available on the table)
  - The office regularly checks the table and does deliveries
  - If the item is valuable or time sensitive, check-in with the office

## Homework

- After the first few weeks of school, a reading and math homework log will come home regularly on the first school day of each week
- The log sheet is due on the first school day of the following week
- No homework will be assigned prior to long vacations
- More detailed information will be included with the first homework log

## Classroom Discipline

Please refer to your *Rattlesnake Student Handbook* for building procedures.

Our expectations are to be respectful, responsible, safe, and kind.

- **Positive Reinforcement**– compliments, privileges, and "pats on the back" will be given as much as possible. Special privileges, stickers and small recycled "treasures" can be earned after several good choices are exhibited.  
\*When dejunking your child's room, think of us! 😊
- **Warning**– time away from group or privilege loss may occur following a misbehavior
- **Reflection** – reflection time with the teacher will follow more serious misbehavior and a written copy of the reflection will be sent home in the boomerang folder to be signed and returned
- **Conference**– I will arrange a phone conference or meeting with you if your child is having a very difficult time being respectful, responsible. safe and/or kind and together we can structure a plan to support your child
- **Office Referral**– misbehavior outside of the classroom, or severe classroom misbehavior is documented and dealt with by the principal and/or school counselor. You will be notified of all office referrals by phone or mail

## Meal Account

- Your child is automatically issued a meal account whether they purchase school meals or not
- Money (cash or a check) may be dropped off at the front office of the school

- Teachers and kitchen staff can also accept cash or checks. Please be sure to provide your student's first and last name with every payment.
- Write checks to "MCPS"
- Parents may also call **406-728-2400 ext. 3023** or **ext. 5012** to pay via credit or debit card
- Siblings have separate accounts, but if you'd like to write one check, include a note on how you would like the deposit to be divided
- An email, robocall, or note will notify you when your child's account needs funds
- Meal menus are online - link from MCPS homepage or from our class website
- The lunchroom number is **728-2400 x4524**
- The lunchroom hostess, Clarice Fischer, can be emailed at:  
**cmfischer@mcpsmt.org**

### **Breakfast**

- Breakfast is free and is offered in the classroom upon 8:15 arrival
- Please contact me if you want your child to opt out of school breakfast (it's help yourself)

### **Lunch**

- Hot lunch costs \$3.00
- Milk can be purchased separate from a whole lunch
- The lunchroom will provide and assist children with hot water for dry soup cups
- Unfortunately, there is not a microwave available for warming foods or a refrigerator for keeping lunches cold
- Please, send lunch items that are manageable for your child

### **Birthdays**

- To protect the feelings of our friends **do not** send party invitations to be passed out at school unless the whole class is invited
- Birthdays will be celebrated in our classroom with a song, dance, and a special birthday book created by the birthday person's classmates
  - Due to food restrictions and allergies, we will not celebrate with a treat
  - If your child's birthday is not on a school day I will assign a school day close to the birthday for a celebration
  - We will celebrate "summer babies" on the last week of school

### **Cellular Phones and Devices (Schoolwide Procedure)**

- Bringing phones and devices that use cellular data is strongly discouraged
- We have phone, contact lists, and staff available for emergencies and support
- If essential for before or after school care, the device must be turned off and stored in a backpack during school hours

## **Volunteers**

- I utilize parent volunteers on special occasions for art lessons, parties, literacy events, and field trips
- I will notify families of volunteer opportunities as they arise
  - To volunteer: visit [www.mcpsmt.org/Page/9033](http://www.mcpsmt.org/Page/9033) and fill out the necessary forms
  - Please fill out the “unsupervised” application so that you can work or chaperone small groups
  - Turn in materials to the MCPS Administration Building on South Ave

During the first few weeks of school, we will be doing the important work of establishing positive relationships to ensure that we become a happy, healthy 2J family. We will also be practicing numerous school and classroom rules and routines. This can sometimes be exhausting and dull, but once we feel confident in our role as a school and 2J community member, learning will become very exciting and FUN.

**Thank you** for sharing your sensational 2<sup>nd</sup> grader with me. I promise to take good care of them for you!

Sincerely,  
Kila Jarvis