

**About Mrs. Hayes**

This year is my fourth year teaching at Selwyn Elementary, and I can't think of anywhere I would rather be! Selwyn has so many amazing teachers and is completely devoted to its students and their families. What a school! This year marks my tenth year teaching. I began my career teaching in my hometown, Chesterfield, SC where I taught first grade for four years. After marrying my husband who is a Charlotte native and Myers Park Alumni (Go Mustangs!), I moved to Charlotte and began teaching at Windsor Park Elementary where I taught first grade for an additional two years.

 My educational background is in early childhood education and literacy instruction. I received both my undergraduate and graduate degrees from Winthrop University in nearby Rock Hill, SC.

 In addition to teaching, I am passionate about family, animals, traveling, food, and the great outdoors! I am an avid hiker, runner, and rock climber. My husband and I spend most weekend exploring the mountains of North Carolina and the New River Gorge of West Virginia.

**Communication:**

I will send a weekly newsletter similar to this one each Monday. On Friday of each week, students will bring home their “Friday Folders.” Friday Folders contain a behavior form where I will make notes about students’ work habits and overall behavior (positive and those that need improvement). This folder will also contain students’ teacher graded and self-graded work from the week. Parents are asked to review and discuss the work generally with your child, sign the behavior form, and return the folder on Monday. Work in the folder will be designated “Return to School” or “Keep at Home.” Friday Folders will not come home until after Back to School night on September 13. Please, always feel free to email me or send a note with any concerns or questions you may have. I usually answer emails by the afternoon they are received, but I do ask for twenty-four hours to respond in case I have other obligations in the afternoon.

**Snack and Water Bottles:**

 We will have snack each day at 9:50. Please pack a healthy snack daily for your child. **We are a nut-free classroom**, **so please do not send any snacks that contain nuts or peanut butter.** If students bring candy or a snack containing nuts, I will provide an alternative snack for them. Please have your child bring a water bottle to school. Having water in the room cuts down on visits to the water fountain.

**Classroom Management:**

For classroom management I follow the positive discipline program. This program does not include a point system, color codes, or the clip-up/clip down chart that is frequently seen in classrooms. It primarily focuses on teaching appropriate behaviors and socials skills, teaching students to regulate their own behaviors, and helping students learn to solve their own problems. I have included a detailed description of the program and an informational video on our class website (<http://tracihayes.weebly.com/classroom-management.html>) which will be available in a few days. I have listed my classroom rules, consequences, and rewards below. If there is a problem with behavior or if a minor misbehavior happens frequently, I will contact you promptly, and we can work out an individual plan that will work well for your child and for the specific behavior with which they are struggling.

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| Classroom Rules-Listen when others are talking.-Follow directions.-Keep hands, feet, and objects to yourself.-Do your best work.-Be kind and polite.-Clean up after yourself. | Consequences1. Verbal Warning.2. Verbal Warning and removal from the activity to calm down. 3. Removal from the activity to the "Calm Down Spot" and complete a behavior self-reflection form. 4. Parent Contact5. (Or major offense) Office Referral. | RewardsIndividual: Privilege of Being "Leader of the Week"Table Groups: Table groups with the most "Positive Behavior Points" at the end of the week will receive a small reward.Whole Class: Whole group reward for good behavior in specials/filling compliment jar |

**Leader of the Week**

Each week (beginning of September 17), I will recognize one student who shows leadership in some way. Students may be selected because they are doing an exceptional job of following our classroom rules, because they persevere through a difficult task, or because they should kindness to their classmates. The leader of week will be recognized each day during our Morning Meeting in the following ways. (M-About me Poster, T-Bring a favorite picture book to share, W-Bring 2-3 family photos to share, Th-Show and Tell, and F-Bring a letter from a family member or special adult explaining how you are leader outside of school. Leaders of the week will also have their picture and a short paragraph about them featured in our class newsletter and leaders from each month will have lunch with Mrs. Hayes at the end of the month. When your child is selected, you will receive detailed directions and you will be notified a week in advance.

**Homework**

Homework in second grade is really about establishing strong work habits, building study habits, and taking responsibility for work done outside of the classroom. With that said, we have a very long school day, and I believe children need family time and time to play, unwind, and use their imaginations during those few hours between school and bedtime. Homework will be kept short and simple. Students will have a short reading worksheet, a math sheet with four questions each night, and will be expected to read for 20 minutes each day (before school, afterschool, and including the reading assignment). Homework should take no more than 30 minutes each day. Homework is not something that I want to create stress for your family. If something about the homework routine isn’t working for you and your child, please let me know, and we can figure out something that works.

**Tardies and Absences:**

Students not in my classroom by 7:45 must be marked tardy. Students must have a note or email explaining the reason for their absence in order to have it excused.

**Transportation Changes:**

All transportation changes must be made in writing. If a note is typed, it must be signed. Sewlyn does not accept transportation changes over the phone or through email. If your child forgets a transportation note at home, you will have to bring a physical note to the school in order for the child’s transportation method to be changed.

**Volunteering**

Our room mom’s will reach out to parents with many opportunities to volunteer throughout the year (Mystery Reader, field trips, classroom activities, parties, etc.) In order to volunteer, you must register [here](https://www.cmsvolunteers.com/volunteer.php?newflag=1). You must reregister at the beginning of each year.

**Toys and Technology**

Please have students keep toys and other distractions at home. We are a “Bring Your Own Technology” school. Please be sure you have completed the appropriate paperwork before your child brings a device to school. If your child chooses to bring a cellular device to school (phones, Gizmos, Apple Watches, etc.), it will have to be turned off and placed in a backpack. Because these devices are not on our closed student internet, there are no safeguards on what students are able to access and are, therefore, not allowed to be used at school. We are one to one with ChromeBooks in our classroom, so students will each have a piece of technology in the classroom.

**Birthday Celebrations**

This year we have several birthdays that fall in the same month and several students who have food allergies. To make birthday celebrations as inclusive as possible and to prevent having several sugary treats each month, we will do monthly birthday celebrations. This will mean that parents of students with a birthday in the same month would need to coordinate. Students will still receive a special prize and special treatment from our class on their actual birthday. We do not have any birthdays until after Back to School night, so I will provide the details of then.

**Grading**

As in first grade, second grade report cards and progress reports are based on the mastery levels below. For most of the year, your child will be marked “Progressing” for several standards. In some cases, it is because your child has not fully mastered a skill. In other cases, we may not have formally assessed a specific objective within the broader standard and therefore would be unable to give a rating of “Mastering.” In a situation where your child does not appear to making adequate progress toward meeting a standard by the end of the year, he or she would be marked “Developing,” and you and I would be meet to discuss interventions to put in place. A difference this year, is that some standards, such as the Language Standard Band, stretch across both second and third grade. Students may not reach a rating of “Mastering” for some objectives until the end of third grade. We will discuss this more in depth at Back to School Night.


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| **D** | **Developing** | Student demonstrates basic level of understanding of standard with support.  Intervention is in place to support the development in mastery of standard.   |
| **P** | **Progressing** | Student demonstrates progress toward developing mastery of standard.  Student applies limited understanding in familiar situations. |
| **M** | **Mastering** | Student demonstrates mastery of grade level standard multiple times and in multiple ways.  Student applies understanding of standard in familiar and unfamiliar situations. |
| **E** | **Exemplary Mastery** | Student demonstrates advanced mastery of grade level standard.  Student seeks to deepen understandings, engage in higher-order thinking skills, and apply thinking to new and uncommon situations. |
| **N/I** | **Not Indicated** | Student has not yet attempted this standard at time of report.  |

**Schedule**

(This is a temporary schedule and may change based on what is/isn’t working once we begin the year. Our special area classes, lunch, and recess times will stay the same.)

Mrs. Hayes’s Schedule 2018-2019

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|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| 7:15-7:45 | Morning Work/WSEL |
| 7:45-8:15 | Morning Meeting |
|
| 8:15-9:25 | Math Workshop | Readers Workshop | Math Workshop |
| 9:25-9:50 | Word Study                      |
| 9:50-10:00 | Snack/Brain Break | Snack/Friday Reflection |
| 10:00-10:40 | Learning Lab  | Genius Hour/STEM) |
| 10:40-10:47 | Restroom and Travel to Specials (Except Wednesdays) |
| **10:47-11:27** | **Technology** | **Music (Pasour)** | **Recess****(Track)** | **PE (Peterson)** | **Media** |
| 11:27-11:41 | Read Aloud/Math Fluency | Math Workshop (Mini Lesson) | Read Aloud/Math Fluency |
| **11:41-12:08** | **Lunch** |
| 12:10-1:00 | Reader’s Workshop | Math Workshop(12:10-12:30) | Reader’s Workshop |
| 1:00-1:30 | Recess(Runnymede) | 12:35-1:15 Art (Swing)1:15-2:00 PE (Kilgo) | Recess(Runnymede) |
| 1:30-2:00 | Writer’s Workshop | Writer’s Workshop |
| 2:00-2:40 | Science Lab (1:50-2:30) | Science | Math Workshop | Social Studies | Mystery Reader |
| 2:40-2:45 | Prepare for Dismissal |
| 2:45 | Dismissal |