

## Fifth Grade Discipline Plan

Fifth grade classroom rules are as follows:

1. Be respectful.
2. Be responsible.

We have discussed these two rules as a class, and students understand that both encompass many behaviors. All West Creek Elementary rules will be enforced. Please refer to the West Creek Student Handbook, as well as, the Clarksville Montgomery County Discipline Policy found in the Student Code of Conduct.

In fifth grade, we use a check system for our discipline plan.

Students will receive behavior checks for the following:

- Disrupting the class—ex. excessive talking, leaving seat without permission, etc.
- Name calling/foul language
- Not keeping hands, feet, or objects to themselves
- Not being prepared for class—ex. not having a pencil, journal/STEM notebook, etc.
- Not following directions
- Disrespectful behavior—ex. rolling eyes, talking under breath, huffing, etc.
- Electronics—Phones should remain in backpacks and remain in the off position. The first time a student has his/her phone out or if it rings, the student will receive a check, the parent/guardian will be called, and the teacher will take the phone until the end of the day. The second infraction will result in a check, and the parents/guardian will be called to come to school to get the phone. Other electronic devices are not allowed at school.

Cafeteria/Special Areas: Students who participate in inappropriate cafeteria behaviors (ex. inappropriate conversations, throwing food, etc.) will be sent to the timeout table for a period to be determined by the teacher/principal. Inappropriate behavior in a special area class will be handled by the special area teacher.

Other infractions:

- Obscene language or gestures—Principals will be notified of the behavior and a consequence will be determined based on the behavior.
- Cheating:
  - 1<sup>st</sup> offense—A zero will be given on the assignment, and the parents/guardians will be notified.
  - 2<sup>nd</sup> offense—A zero will be given on the assignment, and the parents/guardians and principals will be notified.
- Stealing:
  - 1<sup>st</sup> offense—A check will be given, and the parents/guardians will be notified.

- 2<sup>nd</sup> offense— A check will be given, and the parents/guardians and principals will be notified.
- Fighting—Students will be sent to the office, and a consequence will be determined based on the behavior.
- Excessive defiance—Principals will be notified, and a consequence will be determined based on the behavior.

## Consequences for daily checks:

Daily checks will be managed through the following steps:

Step 1: Verbal Warning

Step 2: (1 Check) 10 minutes of free time is lost.

Step 3: (2 Checks) 20 minutes of free time is lost.

Step 4: (3 Checks) All of free time is lost, and parents/guardians will be notified.

Step 5: (4 Checks) All of free time is lost, and parents/guardians and principals will be notified

Time Out = A student may be sent to another classroom for a period of reflection when his/her behavior becomes disruptive or he/she needs an environmental change. Reflection will also be held during recess for students who have earned checks.

A weekly newsletter will be sent home each Monday keeping you informed of checks and homework. Please sign and return the bottom portion of the newsletter and return it to school the next day.

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Contact information for 5<sup>th</sup> grade teachers:

Teacher's name	subjects taught	email address	phone number
Candice Casaday	Social Studies, Writing, Reading, and Language Arts	<a href="mailto:candice.casaday@cmcss.net">candice.casaday@cmcss.net</a>	931-802-8637 ext. 2308
Melissa Castañeda	Social Studies, Writing, Reading, and Language Arts	<a href="mailto:melissa.castaneda@cmcss.net">melissa.castaneda@cmcss.net</a>	931-802-8637 ext. 2307
Joyce Wren	Social Studies, Writing, Reading, and Language Arts	<a href="mailto:joyce.wren@cmcss.net">joyce.wren@cmcss.net</a>	931-802-8637 ext. 2310
Sherri Hamby	Math and Science	<a href="mailto:sherri.hamby@cmcss.net">sherri.hamby@cmcss.net</a>	931-802-8637 ext. 2306
Sarah Kingston	Math and Science	<a href="mailto:sarah.kingston@cmcss.net">sarah.kingston@cmcss.net</a>	931-802-8637

			ext. 2309
Wendy Lewallen	Math and Science	<a href="mailto:wendy.lewallen@cmcss.net">wendy.lewallen@cmcss.net</a>	931-802-8637 ext. 2305

## Fifth Grade Grading/ Homework Plan

Students' grades are determined from scores received on classwork, homework, quizzes, tests, class participation, and teacher's observations. Homework will be 10% of the final grade; classwork will be 40%; and tests will be 50%. Final grades will be based on the following grading scale:

93 - 100 = A  
85 - 92 = B  
75 - 84 = C  
70 - 74 = D  
69 and below = F

Progress reports will be sent home every three weeks to inform you of your child's development in class. Report Cards will be sent home every nine weeks. Grades may also be viewed at any time on Power School. If you need any information regarding Power School, please contact the office.

## Homework Plan

We believe homework is an important and valuable element of a successful educational experience. It provides an opportunity to reinforce and practice skills learned in school, thereby preparing students for future assignments, quizzes, and tests. Further, homework provides students the opportunity to develop positive study skills, time management, and responsibility.

Homework will be assigned most nights. The assignments should take between 30 and 50 minutes to complete. Also, all students should read each night. Each student is responsible for recording homework assignments in his/her agendas/assignment books and bringing it home each night. Please ask to see the agenda/assignment book each day.

## Homework Expectations and Guidelines

1. Homework is to be completed neatly and headed appropriately.
2. Work is to be done independently, and students should ask for help only after they have given his/her best effort.
3. Homework is to be turned in at the beginning of each class period and must be complete. Late work and partial work will not be accepted.
4. Homework completion will have an impact on final grades.
5. NO extra credit will be offered to bring up grades.

*We feel parents and guardians are the essential key to making homework a positive experience for their children. Therefore, we ask you to please provide your child with a quiet area, necessary supplies, daily schedule, and positive support for completing homework.*

## General Information

1. In the event of a student's absence, **a note must be sent on the day he or she returns that includes the following information: date of absence, explanation of absence, and parent or guardian's signature.** Work missed must be completed as instructed by the child's teacher.
2. If possible, please arrange for your child to take medication during non-school hours. Medication cannot be taken in school unless the following two forms are completed: "Physician's Form for Medication Given at School" and "Parent's Request for Giving Medication at School." These forms are available in the office.
3. Money sent to school needs to be placed in a sealed envelope. Please label the envelope with the following: Student's name, teacher's name, amount enclosed, and purpose for funds. Checks need to be made out for the exact amount and, in most cases, to West Creek Elementary School.
4. Please make sure your child has lunch money or a sack lunch every day.
5. A letter concerning Fifth Grade fees for the 2017-2018 school year will be sent home in September.
6. Only two parties, winter holiday and Valentine's Day, are permitted per year. You will receive more information about these events, as they grow closer.
7. Parent / Teacher conferences will be scheduled in the fall to discuss your child's strengths and areas that could be improved. Additional conferences may be scheduled as needed throughout the year. Call, email, or send a note to your child's homeroom teacher if you feel a conference is needed.
8. A school newsletter will be sent home monthly, and it will contain information about West Creek Elementary. A grade level newsletter will be sent home each Monday, which will include information for the upcoming week, as well as information about your child's behavior and work ethic for the previous week. The newsletter will be in an envelope along with graded papers from the previous week. **Please sign the bottom of the newsletter and return it in the envelope the following school day.**
9. Mechanical pencils and hand held pencil sharpeners are not allowed at school.