

1ST GRADE HANDBOOK

SPANISH IMMERSION PROGRAM



Mrs. Saylor and Señora Loera
Union Park School
2021 - 2022

Welcome to Union Park! We are pleased to take this opportunity to introduce ourselves and welcome your child to our classes! A good learning experience is build on a cooperative effort between parent, child, and teacher(s)! Our expectations for conduct and standards for academic growth are high. We are dedicated to creating an environment that is developmentally appropriate for each individual student and where all students can become high achievers. With your support, we look forward to a productive, creative, and fun year together! Our hope is that all of our students will nurture a love of school and become life-long learners!

As per school-wide policy, we will be adhering to communication "curfew hours". We will not be responding to e-mails before 7 a.m. or after 5 p.m. during the week, and will be unavailable on the weekends.

Señora Loera

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Hola! I am Señora Loera. I'm so excited to be your child's first grade Spanish teacher. This is my 14th year teaching, my third year in Deer Valley. I received my Bachelor's in Bilingual Education from Texas State in San Marcos. I am also fluent in American Sign Language.

I was born and raised in Texas but moved to Arizona four years ago. I have four children- two girls and two boys ranging from 9-14.

When I'm not teaching, I am spectating my children's many sporting events. I enjoy working out, traveling, and reading.

Mrs. Saylor

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My name is Kayla Saylor. This will be my seventh year teaching. All my years of teaching have been in first grade and Kindergarten. I received my Bachelor's in Elementary Education from Northern Arizona University. I am currently pursuing my Master's degree in Curriculum and Instruction. My state teaching certification also holds an endorsement in Structured English Immersion.

I am originally from Connecticut, but have lived in Arizona for the past 18 years. I have been with my husband, Payton, for 10 years, married for 4 years! We welcomed our first daughter, Rosalynn, into the world in February 2021. Our family also consists of 2 chihuahuas, Tony and Mar!

In my free time, I love spending time with my family! I love reading, watching movies, and baking. My favorite things to make are homemade pasta, fresh bread, and Oreos!

THE ABCS OF FIRST GRADE

We are looking forward to spending this next year working with your child during this very important time of their life! We hope to provide many positive learning experiences so they acquire a love of learning and they begin to gain some independence! Together, we can make this a wonderful school year!

ABSENCES & ATTENDANCE

Attendance is taken daily at 8:15 am. Students who arrive after 8:15 will need to go to the office to receive a late pass.

If your student is going to be absent for any reason, you will need to call the attendance line to let them know at (623) 445-5890.

ALLERGIES

If your child has allergies to anything, make sure to let the nurse know and notify us as soon as possible.

BEHAVIOR EXPECTATIONS

All students are expected to conduct themselves in a safe and respectful manner while at school. If your student is struggling with following the set expectations, we will first speak with them directly. If the behavior continues, they will fill out a reflection sheet so we can develop a plan for them to get back on track. We will also reach out to parents at this time. If the behavior continues, we may need to get administrators involved depending on the situation.

BIRTHDAYS

As per school policy, students are not permitted to bring the following to celebrate their birthdays:

- Food for the class to consume
- Balloons and crowns
- Family members

They are permitted to bring in individualized goodie bags to be sent home with each classmate. Goodie bags may not contain food or candy. Goodie bags must be held in quarantine for 4 days, so please send them ahead of time.

BREAKFAST

Students who eat breakfast will go to the cafeteria, eat, and then report to their classroom upon finishing. At this time, breakfast is free for all students. Breakfast will be open from 8:00-8:15.

COMMUNICATION FLOW CHART

1	Teacher	If there is a concern or question about homework, classroom policies, events that happened in class, or anything pertaining to the teacher or classroom in general, parents must first communicate with the teacher to find a solution. A parent-teacher conference may be scheduled.
2	Campus Counselor	If there is a concern about behavioral, social, or emotional concerns such as study skills and organization, peer groups, health and independence, post secondary goals parents must communicate with the school counselor to find a solution. A parent, teacher, and counselor conference may be scheduled.
3	Campus Administration	After the teacher or counselor are given the opportunity to resolve the concern or issue, and the situation has not yet improved, please contact administration. Communication with the teacher or counselor must happen prior to administrative intervention. A meeting with administration and the teacher or counselor may be scheduled.
4	District Office	After campus administration has been given the opportunity to resolve the concern or issue, and the situation has not yet improved, parents may call the DVUSD School Operations department. Communication with the campus administration must happen prior to district office administrative intervention.

COMPUTERS

Each student is assigned their own computer that they will use throughout the school year. We will use these computers in class to complete virtual assessments, learning sites, and for centers. We ask that you send in some over the ear headphones (not ear buds) for them to use. Without the headphones, students will not be permitted to play games or videos.

CURFEW HOURS

At Union Park we have a strict communication policy regarding curfew hours. We will only be sending or responding to e-mails between the hours of 7 a.m. and 5 p.m. on weekdays. We will not be responding to messages in the evening or on the weekends.

DISMISSAL

Aftercare	On their first day, an aftercare worker will come get them to show them the way. In following days students will walk together.
Bus	Students will go to the bus loop with a teacher to board their bus.
Clubs	Throughout the year there will be opportunities to sign up for different clubs and activities. On the first day, the teacher will come show them where to go. Then, students will walk together to the classroom.

Parent Pick Up	Students getting picked up by car will meet at the front gate. Once your car has pulled <i>all the way up</i> , your student may get in. Please do not pull into the Kindergarten section unless you have a Kindergartener.
Walking/Bike Riders	Students who walk or ride their bike will head to the crosswalk, wait for the crossing guard, then walk across to meet their parent/guardian.

If any changes occur regarding your child's transportation please notify me with an email. If I do not respond to your message directly, please call the office so they can notify me of the change. Please do not leave me a voicemail with these changes as I do not check voicemail during the school day and will not receive the message. Please note we will not send your child anywhere than their normal routine unless we hear directly from you.

FIELD TRIPS

We will notify you with any field trip information during the year.

FIRE DRILLS AND LOCKDOWNS

Fire drills are held on a monthly basis throughout the year. All students are expected to walk quietly to our designated area on the playground. We practice together and the students will be familiar with the procedures. In addition, we will have one lock down drill during the year.

FOSTERING INDEPENDENCE

We hope to help you in shaping an independent and responsible student. We are that you help organize your child's backpack and folder when necessary. We want your child to get into the habit of remembering and packing their materials, putting papers in their folder, and caring for their materials. Please have your child be responsible for doing these tasks and carrying their own backpack to school and placing them on their hook once they arrive at the classroom.

HOMEWORK

Homework is sent home weekly on Friday to be turned in the following Friday. It will be one sheet with a choice menu. They will choose a designated number of activities to complete. These papers do not need to be turned into us, just a parent signature in the box will indicate completion for us. This sheet will have the sight words we are working on and some timed fluency practice on the back. We also ask that each student is reading 20 minutes per night. *We will begin sending homework home towards the end of August.*

LUNCH PROCEDURES

We have lunch daily at 11:05 am and will have 20 minutes to eat. Upon entering the cafeteria, all students must wash their hands. At this time, all students have assigned seats in the cafeteria and all tables are facing one direction. Students are expected to sit facing forward while eating their lunch. They are able to remove their masks at this time in order to eat. When leaving the cafeteria, all students get hand sanitizer on their way to line. They wash their hands upon reentering the classroom.

MASKS

As per district policy, masks are optional. Students are allowed to take masks breaks during class and there are designated "Mask Break Zones" at recess where they can remove it for some time (if they choose to wear masks). All masks should fit snugly on their face and not be too big or hanging below their noses. However, masks are required on district transportation until the federal mandate is lifted.

MEDICATION

All medication must be given to and distributed by the nurse. Students are not allowed to keep medicine in their backpacks or in the classroom.

PARTIES AND CELEBRATIONS

We will have several class celebrations throughout the year including a Fall, Winter, Valentine's Day, and End of the Year Celebration. Please let me know if your family does not celebrate certain holidays. No food will be served at any parties or celebrations without formal written notice and expressed permission given. *Note: we do not have specific holiday parties other than Valentine's Day.*

PARENT INVOLVEMENT STATEMENT

Parent Involvement is all about the children. Participation in your child's education is proven to boost his or her achievement in school. We are committed to treat parents as partners while keeping lines of communication open and focused on the needs of your child. Mutual trust and respect between parents and teachers is required to maintain a positive learning experience at any school. We believe that your trust in Union Park is required to ensure your child's success.

PTSA

Please consider joining the PTSA, it is a great way to help earn money for our school! Contact the front office for more information.

RECESS

We have 2 recesses daily that are 15-20 minutes each. The first recess is at 10:45; they will head straight to lunch afterwards. The second recess is following specials at 2:15. We have a rotating recess schedule so each day we are in a different area. We will be on the basketball and tether ball courts, the playground, or in the grassy field.

REPORT CARDS

Report cards are sent home 4 times a year after each of the quarters end. These Standards-Based reports will reflect the progress your child has made towards the first grade standards we've covered so far, as well as an overall rating for each subject. The scale goes 1-4, 3 being the

target goal. 4s are rarely given as this means the students has met the first grade standard independently and is working at a second grade level. The rating scale is as follows:

4	Demonstrates above grade level proficiency independently
3	Demonstrates grade level proficiency independently
2	Demonstrates grade level proficiency with support
1	Demonstrates below grade level proficiency with support

SCHEDULE

Immersion students will be with both teachers daily. Students will start the day in the classroom they ended the previous day in. Students will receive the same instructional time in each class. Specials will take place on a daily basis, they will attend P.E., Music, Art, and Spanish (separate from the Spanish they work on with Sra. Loera).

EXAMPLE SCHEDULE

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Mrs. Saylor	Sra. Loera	Mrs. Saylor	Sra. Loera	Mrs. Saylor
PM	Sra. Loera	Mrs. Saylor	Sra. Loera	Mrs. Saylor	Sra. Loera

SCHOLASTIC BOOK ORDERS

Each month, a Scholastic Book Order will be sent home. Orders can be placed online using the class code: **P8YLP**. Scholastic will be shipping your order directly to your house and each purchase will earn our class points towards books and other prizes. I will also be including a link to the Spanish book flyer as well as English. These orders are not mandatory.

SNACK

We have a community snack policy in first grade. We ask that all families donate a snack for the entire class once or twice a month. All snack donations are due by the first Friday of the month. No nut products are permitted. Snacks must be from the approved snack list and must be individually packaged for distribution.

Graham crackers	Goldfish	Ritz Crackers	Teddy Grahams
Animal crackers	Saltines	Cheez-Its	Wheat Thins
Pretzels	Pirate's Booty	Applesauce pouches	Rice cakes

STUDENTS' ROLE IN LEARNING

We will have several class celebrations throughout the year including a Fall, Winter, Valentine's Day, and End of the Year Celebration. Please let me know if your family does not celebrate certain holidays. *Note: we do not have specific holiday parties other than Valentine's Day.*

TAKE HOME FOLDERS

On a daily basis, your student will bring home 2 folders. The yellow folder will contain fliers from school and the red folder will hold any work they've been working on this week. Please be sure to be checking and emptying these folders daily.

TOYS

As per school policy, students are not allowed to bring toys (including stuffed animals) to school.

VOLUNTEERS

As per district policy, parents and volunteers are not allowed on campus at this time.

WATER BOTTLES

We encourage all students to bring a personal water bottle with them daily. There are water bottle refill stations available whenever they run out.

WEBSITE

Both classroom websites can be found on the Union Park homepage. Here you will find basic information and links you may need.

YOU

Please remember that YOU are your child's first and most important teacher. Nobody can influence your child's life in the way that you can! You can help to make your child feel successful this year by discussing your child's school day with them. When you ask them questions about their school day, do not let them tell you "nothing" or "I don't know". Ask about rotations, reading, math, Spanish, etc. The way your child perceives your feelings about their school and teachers will have a direct effect on how they feel about them. Show an enthusiasm for learning- it is contagious! You can ask questions like:

- What did you learn today?
- What did you work the hardest on?
- What was the best part of the day?
- What are you getting better at?
- What was your favorite part of the day?