

4th Grade Handbook for Mrs. Restivo's Class



2026-2027
MRS. CASEY RESTIVO
crestivo@shi85.org

Dear Parents/Guardians,

Welcome to 4th grade! My name is Mrs. Casey Restivo, and I will be your child's teacher this year. The next ten months will be filled with many challenging moments and memorable experiences for your child. I am excited about teaching the fourth grade level again and have many wonderful ideas and projects to make learning fun. This year we will also be focusing on responsibility, independence, and organization.

Therefore, I have put together this handbook to help you and your child become familiar with important information that will help him or her be successful this school year. Also, if you have any questions or comments throughout the year, please contact me through email at **crestivo@shi85.org**. I check my email several times a day, which makes this the best way to get in contact with me. However, you may also call the school and leave me a voicemail message at 618-632-7434 ext. 117. I love parent involvement and look forward to answering your questions and seeing you around this school year. Thanks!!

Sincerely,

Mrs. Casey Restivo 😊

Classroom Website: Each week I will email a Weekly Newsletter to parents. At the top of the newsletter is the link to our Classroom website. Here you can find study guides, review games, class schedule, etc. Students can also access the classroom website from our Google Classroom using their Chromebook at any time.

Arrival and Departure: Students can enter the building as early as 7:30a.m. They will need to enter the building through the front entrance and proceed to the library. Students will exit the building after school and will need to be picked up outside. Please use the visitor drive-through area located just east of the front entrance to drop off and pick up your student.

Folders: It is very important that you keep up to date on your child's progress. Every day, your child will bring home his or her "Take-Home Folder." Inside will be their graded work along with any homework they may need to complete. Please take time to look over their graded work with them and return their completed homework assignments as well as any other information I might need. Each student is responsible for getting their graded work from their mailbox, putting their homework in their "Take-Home Folder," and writing their assignments in their agenda each day.

Agendas: Assignments will be written daily in the students' agendas. This also serves as a communication tool for you and me. It is each student's responsibility to write their assignments on the correct day every afternoon. If a student does not have their agenda, then the student will move his/her name on the discipline chart and earn related consequences. Students will then be required to purchase a new one for \$3.

IDs: Once students are distributed IDs they are to be worn at school each day. If a student does not have their ID for 3 days in one quarter (does not have to be consecutive) they will receive a pink slip. This is a school policy, which applies to all SMS students. It costs a total of \$3 to replace all parts of the ID (lanyard - \$1, plastic cover - \$1, and ID - \$1). Therefore, it is best for students to keep their IDs in their desks at school in order to prevent them from losing it.

Parent Signatures: Whenever a parent signature is required on teacher-parent communication, the student will have two days to return the signed communication (unless otherwise stated). This pertains to Homework Notification Forms, Behavior Notes, Mid-Quarter Progress Reports, Report Cards, and any other communication that requires a parent signature. If a student does not return the communication within two days, the student will move his/her name on the discipline chart and earn related consequences.

ICMM – “I Can Manage Myself”: Learning in 4th grade is our main goal; however, interruptions in the learning process do occur from time to time. If this happens, the behavior is addressed immediately. If they break a classroom rule, they will have to move their number. If a child moves their number, then they will be able to move it back to “Excellent” after two days of not moving their number. The consequences are as follows:

If you choose to break a rule...

1. Warning
2. Lose ICMM Game Day
3. Parent note (must be signed by parent/guardian & returned within two days)
4. Pink slip

***Students are expected to come to class prepared with all necessary materials, agenda, fully charged student chromebook, and follow both classroom and school rules. In cases of severe discipline problems (fighting, insubordination, etc.), students will be sent directly to the office.**

Classroom Rules:

1. Respect Yourself
 2. Respect Others
 3. Respect Property
 4. Do Quality Work
 5. Have Fun!!!

Student Organization: In 4th grade, organization is very important. The students will use colored folders to organize their papers. Therefore, it is important for your child to have each folder listed on the supply list. Once the students have been tested over the material learned in class, they may clear out their folder before starting a new unit or chapter. This will help them keep their papers organized throughout the year. The folders should be organized with the following colors:

Writing – Red

Take Home Folder - Any Color/Design

Data Folder - Purple

Homework: Homework will be assigned Monday through Friday, in which it will be the responsibility of the student to write the assignments down in his or her agenda at the end of each school day. I encourage you to check your child's agenda each night. The student is also responsible for taking the appropriate textbooks home, which coincide with the subject of homework assigned each night. In 4th grade students will have anywhere from one to three homework assignments a night. Homework will depend on the concepts or skills being taught each day and which ones we feel they need to practice. Homework (not studying) should take no more than one hour each night. If it is taking your child longer, please make an appointment to come in, and together we can come up with a plan to help your child. Please remember that homework is practice for your child. Therefore, family members or friends should help with homework only when your child is having difficulty understanding the concepts.

Homework Notification Form: Each student is expected to turn all homework and class work in on time. The late work policy explained below will be enforced for any late homework assignment. **Students will not be allowed to call home if they forget their work.** Also, in order to keep parents informed of their child's homework habits, whenever a student fails to turn in homework by the due date, I will send home a Homework Notification form. The student should complete the form, get a parent's signature, and return it within two days. If a student does not return the communication within two days, the student will move his/her number on the discipline chart and earn related consequences.

Late Work Policy: If an assignment is one day late, 20% credit will be deducted. If an assignment is two days late, 50% credit will be deducted. Students have until the end of the unit of study to return missing assignments. Any assignment submitted after the chapter test or unit assessment has been taken will result in a zero. This late work policy pertains to all class work and homework assignments.

Grade Percentages: Grades are weighted in 4th grade. Tests are 60% of your child's grade and student work is 40% of your child's grade. Student work will consist of both class work and homework; however, the majority will be class work. The reason for this is because work done independently in class with guidance from the teacher is a better reflection of your child's knowledge of the concepts taught in class.

Grading Scale

- A 100%-92%
- B 91%-83%
- C 82%-74%
- D 73%-65%
- F 64%-Below

Chromebooks: Students are required to come to school each day with their Chromebook fully charged per the Shiloh Chromebook User Agreement. If students have to borrow a chromebook to use in class, then they will have to move their number on the classroom discipline chart.

Band: In fourth grade students are able to participate in Band for the first time starting in January. Please understand that if your child decides to participate they will miss class for their private band lessons. The fourth grade teachers will do their best to review what the student has missed and help get them back on track when they enter the classroom. While this is not a significant amount of time missed, please be aware that students may need additional help with their homework that night. If your child has any trouble with their homework due to missing class time that day, please tell them to ask for help at the beginning of the next school day.

Tests & Preparation: A newsletter will be emailed out to parents the last day of each week to let you know further details about our classroom in the upcoming week. These newsletters are a very important part of our

communication. They will have all important information pertaining to our classroom as well as dates of upcoming tests. Tests will include a variety of formats (multiple choice, fill in the blank, short answer, etc.). Parents and students will be informed of test dates at least the week before the test in the classroom newsletter. **Students can earn 1% point on tests if they bring back their review/study guide with a parent signature on it the day of the test.** This ensures that you have seen the review/study guide and have helped your child prepare for the test at home. Below is a short description of tests:

Social Studies - Students will fill out a study guide the week before the test. They will have the study guide the weekend before the test to allow enough time to study.

Science - Students will fill out a study guide the week before the test. They will have the study guide the weekend before the test to allow enough time to study.

Math - Students will complete review worksheets prior to the test.

English - Students will complete review worksheets or review pages in the book prior to the test. The review pages in the book are excellent pages to study. You can study these pages as soon as we start the unit.

Reading - Each week students will take a selection quiz/quizzes over the story/stories read in class. It will count as a class work grade. Students will also take a reading test every week. This test will require the student to independently read a story that they have not previously read and take a test over it. The test will also include the weekly generative vocabulary words. Students will receive a study guide that contains the vocabulary words and reading skills the Friday before the test.