

August 13, 2025

Dear 2nd grade students and their Grown Ups,

Welcome to Second Grade!! I am excited to meet you all and get to know your family. It is going to be an amazing year filled with lots of learning, growth, and fun.

Please read through this packet carefully, as it will make the beginning of school for you and your student a much easier and more comfortable experience. We will be talking about everything in the packet within the first few days of school. It is important that you know and understand the class procedures and programs. Please sign and return the last paper in the packet.

Together we can make this school year a wonderful learning experience for your student.

Thank you,

Ms. McCabe

kmccabe@graniteschools.org

<https://sites.google.com/graniteschools.org/kmccabe2nd/home>

****OVERALL EXPECTATIONS****

Student

- Come to school ready to learn (focused, attentive, & respectful)
- Complete class work to the best of their ability in a timely manner throughout the day
- Show respect for self and others

Parent

- Ensure that your student attends school regularly
- Read Class Dojo messages and posts
- Check FOCUS for updates
- Attend SEP Conferences

Teacher

- Communicate with families in a timely manner
- Treat all students with fairness and respect
- Maintain high expectations for all students
- Teach 2nd Grade Utah Standards



****COMMUNICATION****

Class Dojo QR Code
Ms. McCabe's 2nd Grade 2025-2026

Class Dojo

- It is very important that you have Class Dojo as it is the primary mode of communication this year. You can also sign up through your email.
- I will post weekly updates with upcoming dates and important information. I also will post video clips and send messages.
- If you have any questions or need help signing up or communicating through Class Dojo, please feel free to send a note with your student and we can set up a time to help you out.

Focus Communication

- Communication through Focus is new this year. We are able to message each other through this platform. I will rarely send messages through Focus. For example, when we have emergency closures.

THE BEST WAY TO GET A HOLD OF ME IS ON CLASS DOJO. I CHECK THIS OFTEN AND IT IS MY MAIN WAY OF COMMUNICATION. You can also email me at kmccabe@graniteschools.org.

Papers / Flyers Home

- All papers sent home (any homework / projects, graded assignments and assessments, parent notes, permission slips, flyers) will be sent home in student's backpacks.
- Students will be helping with passing papers back to students. Please be patient if you get a paper sent home that was intended for another student. Just send it back to school.

****ACADEMIC INFORMATION****

Language Arts (Reading / Writing)

- *Learning Focus:* Second grade phonics skills, ask and answer questions, identify key details in a text using text structures, retelling, writing narratives.
- *Programs:* We will be using "HMH Into Reading" for grammar, reading comprehension, vocabulary, and phonics. We will be using a supplemental writing program from "Primary Bliss Teaching". You are welcome to view the writing program at any time. "Into Reading" is provided by the district.
- *Assessments:* Our assessments include weekly checkpoints, Acadience Reading (DIBELS), FlashLight360, and i-Ready Reading.

Math

- *Learning Focus:* adding and subtracting numbers up to 100 using one and two step word problems, using a variety of strategies to show addition and subtraction.
- *Programs:* We will be using "i-Ready Math" for instruction which is provided by the district.
- *Assessments:* Our assessments include weekly checkpoints, Acadience Math, and i-Ready Math.

Science

- *Learning Focus:* Earth's surface, living things and their habitats, and properties of matter.
- *Programs:* We use materials provided by the district as well as supplemental materials from "Cassie Smith" which you are welcome to view at any time.
- *Assessments:* Our assessments include observations, class discussions, student pages, and occasional short assessments.

Social Studies

- *Learning Focus:* community history, U.S. geography, good citizenship, and goods / services provided in a community.
- *Programs:* We use materials provided by the district as well as supplemental materials from “Little Minds at Work” which you are welcome to view at any time.
- *Assessments:* Our assessments include observations, class discussions, student pages, and occasional short assessments.

BLOCK activities

- Students have the opportunity to participate in P.E. on Mondays, Library on Tuesdays, STEM on Wednesdays, and Dance on Thursday.
- Please make sure that your student wears gym shoes and not flip flops or dress shoes on Mondays and Thursday. All students are required to participate unless a doctor's note is provided.

Focus, Grading, and Proficiency Scales

- FOCUS (Gradebook): FOCUS can be used to check on your student to see how they are doing academically. It can be accessed by going to: <https://graniteschools.focusschoolsoftware.com/focus/>. You will need to create a parent /guardian login for your student.
- Grading: Due to Proficiency Based Grading, homework will not be reflected in students' academic grade. Letter grades are not given at the elementary level. Each quarter's report card gives a snapshot of student proficiency with the specific standards we have focused on.
- Proficiency Descriptions
 - 4 = Above grade level
 - 3 = Proficient / On Grade Level
 - 2 = Almost proficient / Slightly below grade level
 - 1 = Below grade level

Homework

- We do not have graded homework, but I may send home math homework or projects. However, it is very important to read with your student for 20-30 minutes every night.
- If I send home a math page to complete, I will send a message on Class Dojo. If your student is struggling with their homework, please write me a note on the paper or in Class Dojo.
- If there are any other projects or homework sent home, I will notify you through Class Dojo.
- Students also need to practice their addition and subtraction facts.

****BEHAVIOR****

Granite Characteristics / Classroom and School Rules

- Students will be evaluated on the following characteristics (*and examples*) for each report card:
 - *Respect*: following rules, kind to others, including others
 - *Dependability*: turning in work, honesty
 - *Communication*: talk at appropriate times, kind words to self & others
 - *Responsibility*: on task, using materials appropriately, playing safely
 - *Hard Work & Resilience*: doing your best, trying even when it's hard
- The school-wide and classroom expectations are aligned with these characteristics. Classroom rules include following directions, showing respect, always trying to do our best, including / encouraging each other, and using kind words. We also have Chromebook rules that are posted in the classroom.

Social-Emotional Learning

- Our school uses the Zone of Regulation. This program helps to teach skills and strategies to students to manage their emotions, thoughts, and behaviors in different situations.
- Each morning we will have a morning meeting. Throughout the day, students will check in with their zone and determine if they are green (ready to learn; happy, content), yellow (some emotion is happening; distracted, starting to feel sad or overwhelmed), red (definitely not ready to learn; upset, angry), or blue (not ready to learn; hyper, tired).
- We will also have a “Zen Zone” where students can go to get back to the green zone. There will be strategies posted on the Zen Zone desk as well as a five minute timer.
- The goal is for students to reset their emotions within that five minutes and be ready to learn.

Area Expectations

- Many of the areas in our classroom will have their own set of expectations. Students are also expected to follow the rules at all times and in all areas of the school, including before and after school.
- If these expectations are not met, students will follow the Stop and Think Procedures (Please refer to these below.) These areas have posted expectations for students to follow and we as a school take time to teach and demonstrate these expectations.

Toys

- Students are not allowed to bring toys, stuffed animals, trading cards, Pokemon cards, etc to school. They are a distraction and often get broken, lost, or stolen.
- Keep toys home unless we have “Show and Tell” or the class earns a party to bring a specific toy.
- Any toys brought to school will be locked in the teacher cupboard and returned at the end of the day. If toys keep being brought to school, they will be locked in the cupboard and a parent will need to come to the school to pick them up.

Rewards

- Verbal Praise
- Super Scout
- Good Phone Call Home
- Classroom Money
- Prizes / Coupons / Small candy
- Scout Party (If a student receives 2 *Think Times* or an office referral in the month before the Scout Party, they may not attend.)
- Whole Class Reward—Filling up a beads car when the class earns a compliment from another adult in the building. All students are invited to participate in this reward unless they are currently on suspension that day.

Classroom Money

- Classroom money (fake bills and coins) are given throughout the day to reinforce positive behaviors such as arriving at school on time, helping others, completing classwork, participating in class, completing their classroom job(s), etc.
- The money can be spent on stickers, prizes, small candy, privilege coupons, etc.

Behavior Cards

- This year, I will be using behavior cards to help students track their behavior and where they are in the behavior correction steps. When a student receives a signature, I am writing the behavior in the box according to the step and day of the week.

Name:			Week:		
	Mon.	Tues.	Weds.	Thurs.	Fri.
1					
2					
3					
4					

Stop & Think Plan

1. Verbal Warning
 - a. Adult is reminding students of behavior expectations and redirecting behavior
2. Reteach Behavior (signature #1)
 - a. An adult is checking in with the student, clarifying how the behavior did not meet expectations, and talking about what to do instead and what happens next if the behavior continues.
3. Seat Away in class (signature #2)
 - a. An adult will ask the student to sit at the “Stop and Think” desk to fill out a reflection form. Behaviors at this step will be entered into Focus. The adult will speak with the student and review the reflection form, what to do instead, and what happens next if the behavior continues.
4. Class Away in another room (signature #3)
 - a. An adult will ask the student to go to another classroom with a reflection form for 10 minutes. Behaviors at this step will be entered into Focus. Parents are contacted. A form will be sent home to sign by the parent or through Class Dojo. The paper can be signed or acknowledged in Class Dojo. The adult will speak with the student and review the reflection form, what to do instead, and what happens next if the behavior continues.
5. Office Referral & Parent Contact (signature #4)
 - a. An adult will ask the student to go to the office with a reflection form for 10 minutes. Behaviors at this step will be entered into Focus as an office referral. Parents are contacted. A form may or may not be sent home to sign by the parent or through Class Dojo. The paper can be signed or acknowledged in Class Dojo.

Student/ Parent/ Supervisor Conferences

If a student obtains 3 *Think Times* within one week, a conference will be scheduled with the student, parent and a school administrator to discuss modification of the student’s behavior.

Serious Offenses

Behaviors that endanger students or adults will be handled under the Granite District Safe Schools Policy. These are automatic office referrals.

****CLASSROOM INFORMATION****

Student Materials

- Please provide some kind of book bag or backpack that your student can bring to school each day. If you need me to provide a backpack, please let me know.
- All other supplies have been provided. Please keep personal school supplies at home (pens, markers, pencil sharpeners, pencil boxes, folders, binders, backpacks with wheels. We work at tables and have limited storage space.
- I will also be providing reusable water bottles. They will be individually labeled for each student.
- Items such as dry erase markers and pencils can be traded in for a new marker or pencil, but all other supplies are to be kept in good condition for the entire year. ALL supplies that are provided by the teacher and/or the school, will be the student's responsibility.

Chromebooks

- Students will frequently be using an assigned Chromebook to complete assignments and assessments. They are responsible for the following:
 - Keep settings the same
 - Only go to approved websites
 - Teacher permission for any games
 - No food or drink near the Chromebook
 - Carry with two hands
 - Don't touch the screen with anything

****SCHOOL POLICIES****

Clothes / Dress Code

- Please send your student dressed appropriately for the weather. Every student will go out to recess each day with the exception of excessive rain or snow, extreme temperatures, or bad air quality.
- Students who have recently been ill and bring a note from home asking to keep them inside will also be allowed to stay in for one day. This means that your student will need a hat, gloves, and boots during the winter. Make sure that all of these items are clearly labeled with your student's name.

Attendance

- It is especially important for students to be on time and attend school every day. If your student is sick, please keep them home until they are feeling better.
- If your student arrives late (up to 9:15), they will be marked "Tardy (T)". If they arrive between 9:15-9:30, they will be marked as "Way late (TW)". Any student arriving after 9:30, they will be marked "Absent (A)".
- If your student misses school because of sickness, they were on a trip, or other unforeseen reasons; *they will still be responsible for the work they missed, especially assessments*. Students will receive their missed assignments / assessment when they return to school. I do not prepare packets for students going on long-term vacations.

Illnesses

- Students will be sent to the office to call home if they are exhibiting symptoms such as excessive coughing, sore throat, fever, vomiting, or diarrhea. Do not send your student to school when they are sick.
- Please remind your student to wash their hands after using the restroom or coughing / sneezing on their hands.

Money

- Occasionally, your student may need to bring a small amount of money to school for picture day, Secret Santa Workshop, etc. Please send the exact amount and seal it in an envelope with your student's name on it. It is helpful if you also indicate on the envelope how the money should be used.
- I am not allowed to handle any money so your student will be sent to the office to make payments for anything.

****OTHER****

Breakfast

- Breakfast will NOT be in the classroom this year.
- Breakfast is FREE for all students.
- Students will enter the main office at 8:40 and proceed to the cafeteria to get breakfast.
- After they eat, they will exit the cafeteria and proceed to their designated line location in the back of the school by 9:00am.

Water Bottles

- Reusable water bottles have been provided for the students in our class. They will be individually labeled for each student.
- Students are allowed to bring their water bottle to P.E. and Dance.
- They are also welcome to bring a water bottle from home, but it is for water only.

Lunch

- If your student brings lunch from home, please label the outside of the lunch box or sack lunch. At lunchtime, it is amazing how the lunch bag can look similar when everyone is hungry.
- Fill out the free / reduced lunch form to see if your family qualifies for free / reduced lunch cost. (<https://paypams.com/OnlineApp.aspx>)
- Do not send a bag of chips, candy, or Takis to school as a lunch. This reduces the chances of causing allergic reactions and sharing germs. Students will eat from the bag, then lick their fingers before putting them in the bag again.....yuck!

Food Allergies

- We have several SEVERE food allergies in our classroom this year. Here are the guidelines that students will be taught this year:
 1. Wash your hands after eating or touching food.
 2. DON'T SHARE FOOD!!!
 3. Remind your friend to bring their emergency medicine.
 4. Tell an adult if someone is having an allergic reaction.
 5. Always be kind!
- Ms. McCabe also has severe fruit allergies. She also doesn't eat anything with flour or sugar, but enjoys receiving student notes and art work, markers and sticky notes.

Electronics

- Students need to keep any cell phones or smart watches in their backpack on silent or turned off.
- If you need to communicate with your student during the school day, please call the office so they can relay the message or send me a message on Class Dojo.

Birthdays

- I like to honor each student's birthday on the nearest school day to the actual day of their birth. If your student's birthday is in the summer, I will celebrate their birthday on their half birthday. You are welcome to send a small treat for each student, if you wish.

- We will always celebrate at the end of school around 3:35. If you are planning on coming into the classroom, I need to know in advance so I can let the office know. Otherwise, you will be asked to leave the treats at the office.
- All treats need to be store bought. This is our school and district policy.
- Also, please do not distribute invitations to birthday parties at school, unless every student is invited.

Field Trips

- Any field trip we attend will come with at least 2-3 week's notice and a permission slip to sign.
- Depending on the location, I will ask for volunteers to attend the field trip.

Donations

- Our class can always use Clorox Wipes, tissues, paper towels, fun pencils / erasers, chalk, bubbles, goldfish crackers, fruit snacks, small individually wrapped candies (no gum). If you are willing and able to donate, we would appreciate it!

Building Visitors

- Any non-student or employee guest in the building who will be unaccompanied in the building for any period of time while school is in session must obtain a secure visitor's badge from the main office.
- Visitor badges will be issued through the red box in the main office. **This process requires the insertion of a driver's license** and runs a background check to indicate whether or not the individual should be cleared to enter the building.

Disclosure Understanding

I have read through Ms. McCabe's 2025-2026 Disclosure information with my student and we understand the class procedures and expectations.

Parent Signature

Student Signature

Chromebook Contract

I will treat the Chromebooks with respect at all times. I understand the rules of the Chromebooks. I agree to:

- o Keep settings the same
- o Only go to approved websites
- o Teacher permission for any games
- o No food or drink near the Chromebook
- o Carry with two hands
- o Don't touch the screen with anything

If any of these rules are broken, consequences may include loss of Chromebook privileges, parent contact, and documentation in Focus.

Parent Signature

Student Signature