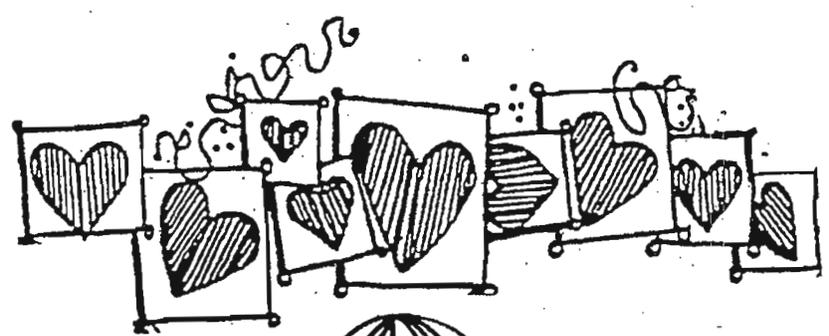
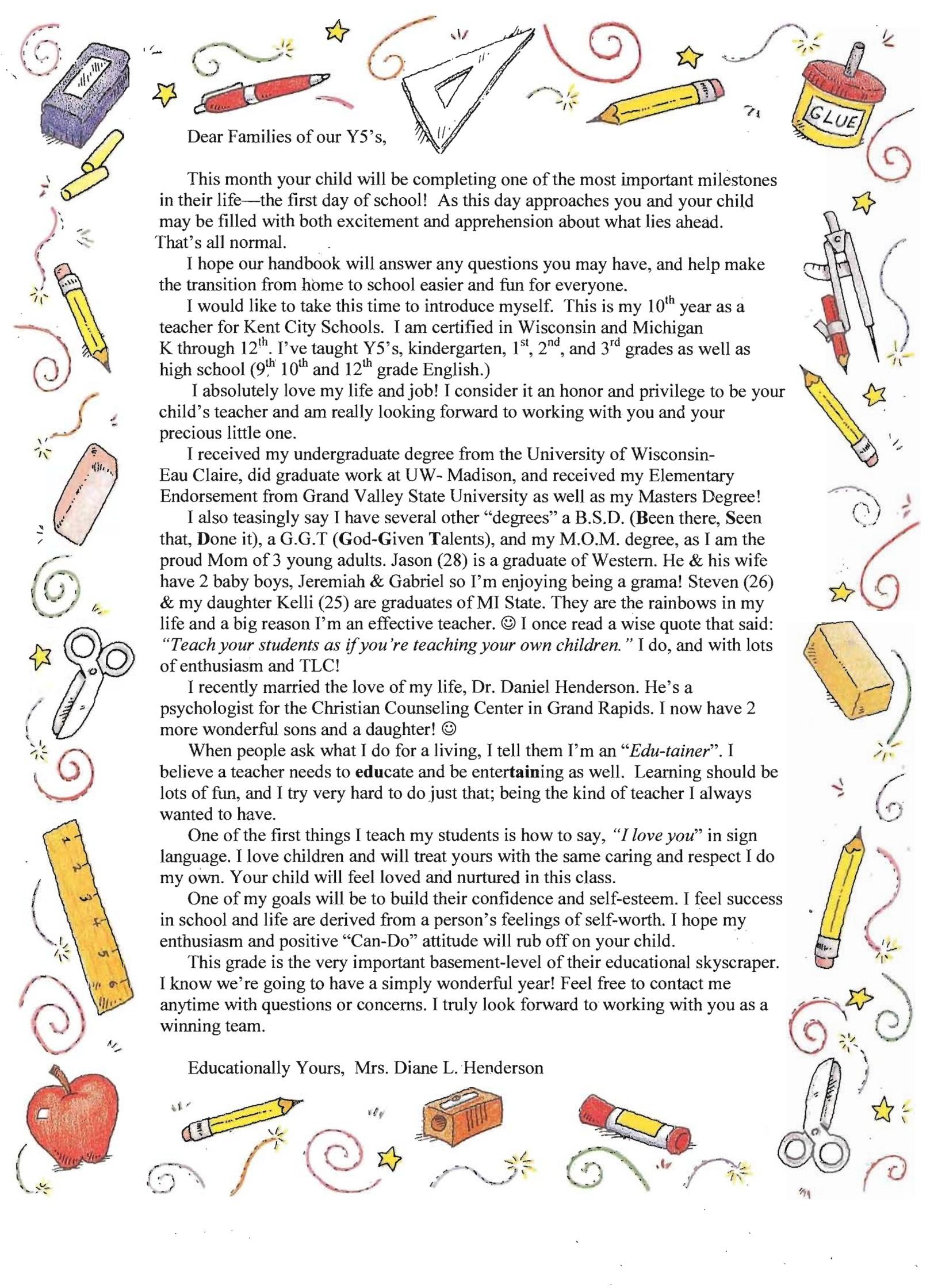


MRS HENDERSONS

Handbook

For Young Fives





Dear Families of our Y5's,

This month your child will be completing one of the most important milestones in their life—the first day of school! As this day approaches you and your child may be filled with both excitement and apprehension about what lies ahead. That's all normal.

I hope our handbook will answer any questions you may have, and help make the transition from home to school easier and fun for everyone.

I would like to take this time to introduce myself. This is my 10th year as a teacher for Kent City Schools. I am certified in Wisconsin and Michigan K through 12th. I've taught Y5's, kindergarten, 1st, 2nd, and 3rd grades as well as high school (9th, 10th and 12th grade English.)

I absolutely love my life and job! I consider it an honor and privilege to be your child's teacher and am really looking forward to working with you and your precious little one.

I received my undergraduate degree from the University of Wisconsin-Eau Claire, did graduate work at UW- Madison, and received my Elementary Endorsement from Grand Valley State University as well as my Masters Degree!

I also teasingly say I have several other "degrees" a B.S.D. (Been there, Seen that, Done it), a G.G.T (God-Given Talents), and my M.O.M. degree, as I am the proud Mom of 3 young adults. Jason (28) is a graduate of Western. He & his wife have 2 baby boys, Jeremiah & Gabriel so I'm enjoying being a grama! Steven (26) & my daughter Kelli (25) are graduates of MI State. They are the rainbows in my life and a big reason I'm an effective teacher. ☺ I once read a wise quote that said: "Teach your students as if you're teaching your own children." I do, and with lots of enthusiasm and TLC!

I recently married the love of my life, Dr. Daniel Henderson. He's a psychologist for the Christian Counseling Center in Grand Rapids. I now have 2 more wonderful sons and a daughter! ☺

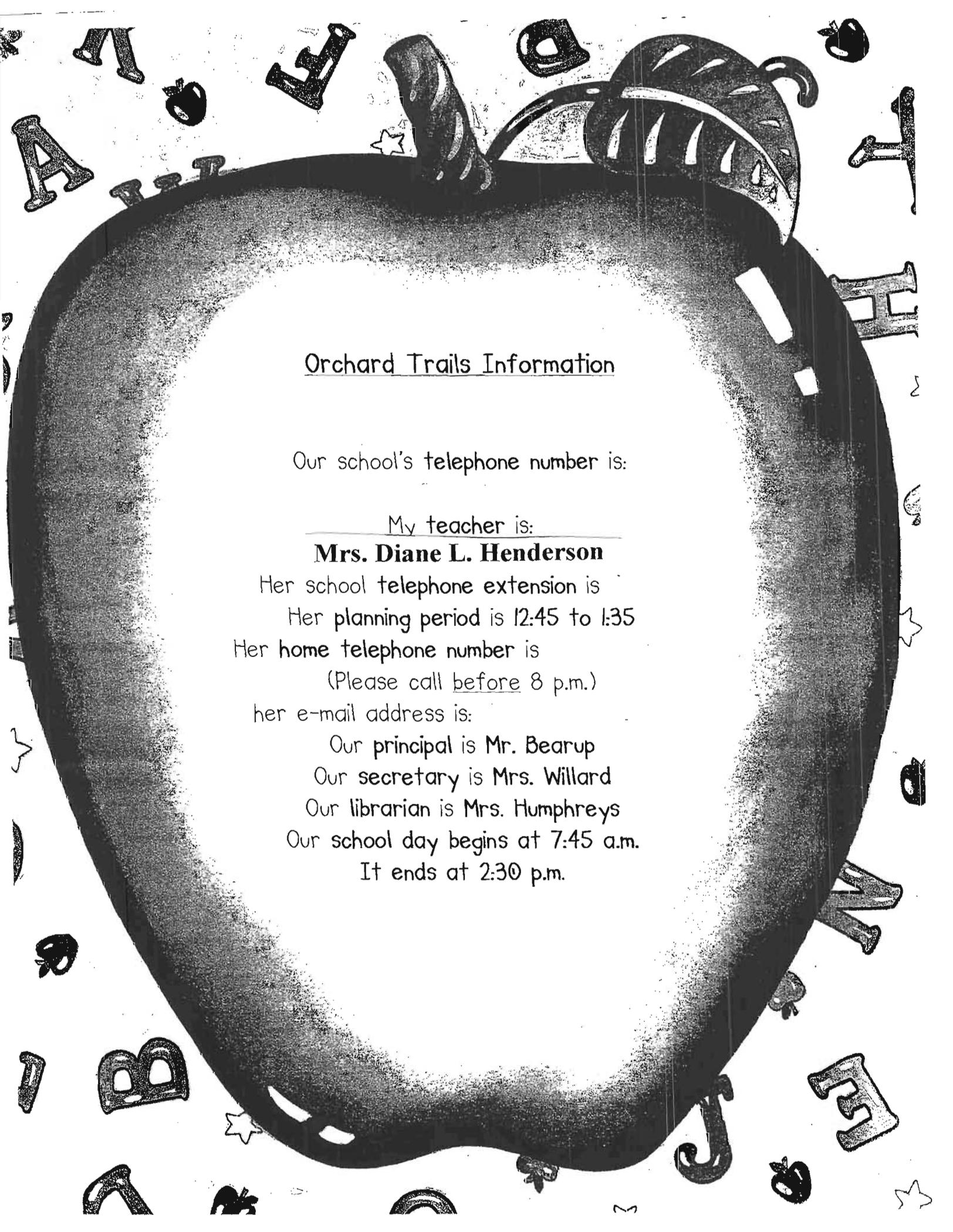
When people ask what I do for a living, I tell them I'm an "Edu-tainer". I believe a teacher needs to **educate** and be **entertaining** as well. Learning should be lots of fun, and I try very hard to do just that; being the kind of teacher I always wanted to have.

One of the first things I teach my students is how to say, "I love you" in sign language. I love children and will treat yours with the same caring and respect I do my own. Your child will feel loved and nurtured in this class.

One of my goals will be to build their confidence and self-esteem. I feel success in school and life are derived from a person's feelings of self-worth. I hope my enthusiasm and positive "Can-Do" attitude will rub off on your child.

This grade is the very important basement-level of their educational skyscraper. I know we're going to have a simply wonderful year! Feel free to contact me anytime with questions or concerns. I truly look forward to working with you as a winning team.

Educationally Yours, Mrs. Diane L. Henderson



Orchard Trails Information

Our school's telephone number is:

My teacher is:

Mrs. Diane L. Henderson

Her school telephone extension is

Her planning period is 12:45 to 1:35

Her home telephone number is

(Please call before 8 p.m.)

her e-mail address is:

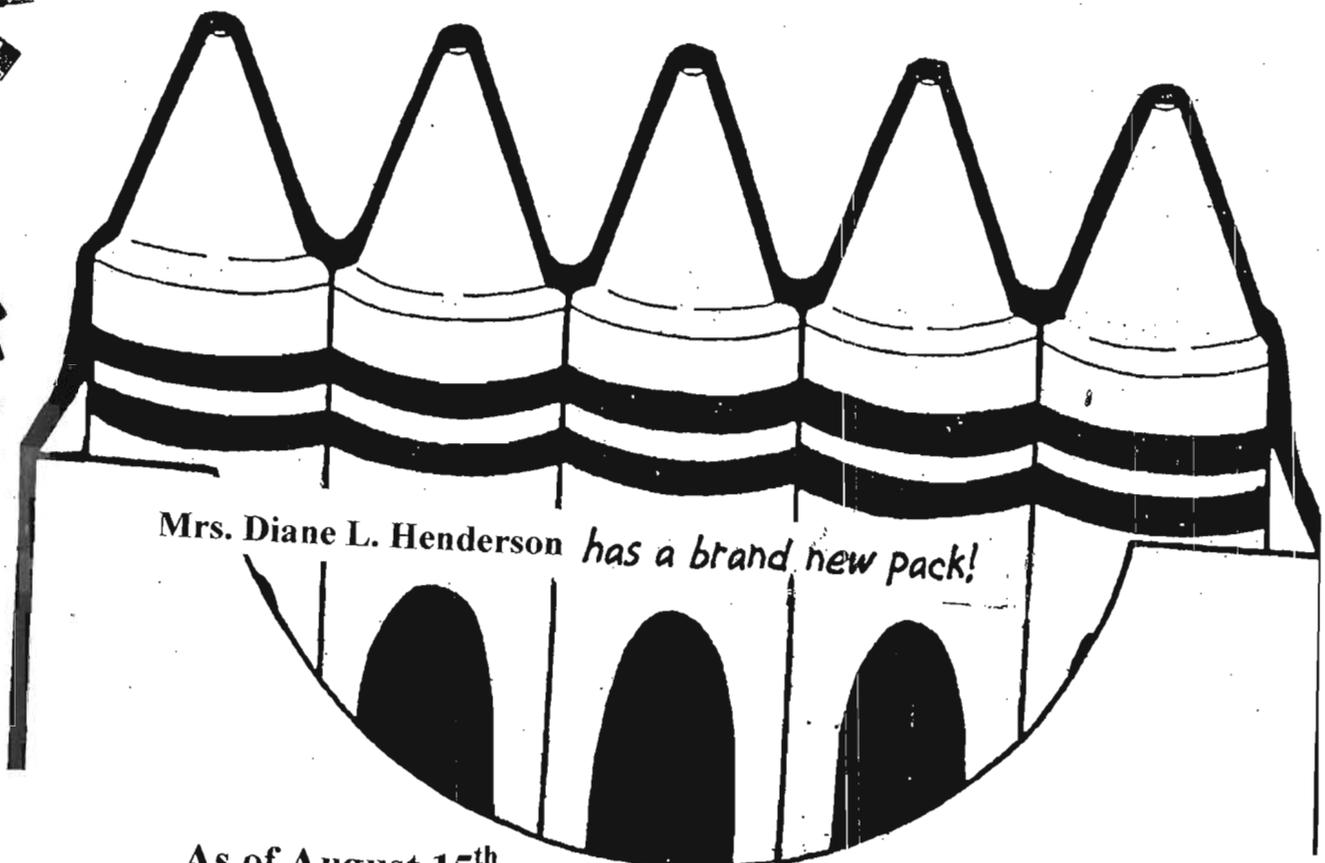
Our principal is Mr. Bearup

Our secretary is Mrs. Willard

Our librarian is Mrs. Humphreys

Our school day begins at 7:45 a.m.

It ends at 2:30 p.m.



Mrs. Diane L. Henderson has a brand new pack!

As of August 15th
2005-2006 Young Fives' Class List

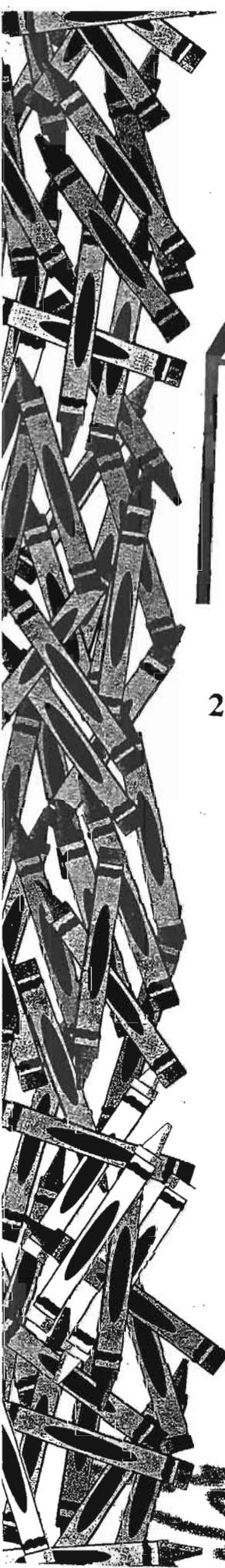
A Group:

1. Alejandro
2. Anna
3. Blaise
4. Casey
5. Chelsea
6. Connor
7. David
8. Dominique
9. Fatima
10. Jonathan
11. Kaitlyn
12. Katelyn
13. Lauren
14. Maddie
15. Melissa
16. Nicholas
17. Paula
18. Roger

My new FRIENDS!

B Group:

1. Alexander
2. Angelique
3. Blake
4. Curtis
5. Dakota
6. Evan
7. Giovanni
8. John
9. Jose
10. Julia
11. Karrissa
12. Kaysi
13. Marcos
14. Morgan
15. Nicholas
16. Nicole
17. Noah
18. Pedro



Hi!

Young Fives

I'm going to Young Fives!
Where I'll learn to "read" and write
and draw pictures big and bright.

I will drink and eat my snack
and wear a cool backpack.

There'll be songs for me to sing
Stuff for sharing I will bring
as I go to Young Fives this year.

I will get to play with clay
and learn something every day.

My teacher's Mrs. Flohr
she will meet me at the door.
as I go to Young Fives this year.

I'll have lots 'n lots of fun
on the playground I will run.

It'll be a happy day
I'll wave goodbye and say
"It's great to be alive
When you're a Y5!"

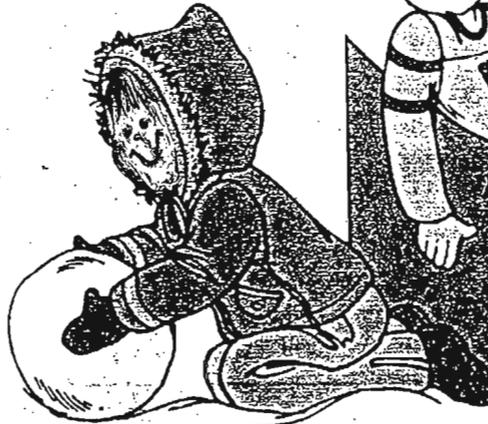
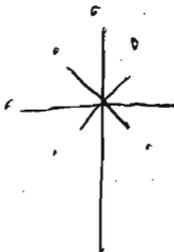


Friendship

"The stronger the start, the better the finish!"
-George W. Bush on education.



Welcome



DAILY SCHEDULE

*"Teaching kids to count is fine,
but teaching them what counts is also important."*

7:45-8:00

- ❖ Arrival Activities

8:10

- ❖ Announcements

8:15-9:15

- ❖ Calendar
- ❖ Seat Work

These activities include:

- language arts
- writing
- math
- science/health
- social studies
- art
- life-skills

- ❖ Circle of Friends
- ❖ Music and Movement

9:25-9:50

- ❖ Bathroom/Drink break & Recess

9:55-10:45

- ❖ Centers/Free Choice

Our Centers: Computer, Imagination Station (dress up), Blocks/Toys, Games, Math manipulatives, Writing, Art, Reading, Kitchen, Puppets, Puzzles, Thinking Stations, and Science.

- ❖ Bathroom Break

11:00-11:40

- ❖ Lunch/Recess
- ❖ Bathroom/drink break



★ 1 2 3 4 5 6

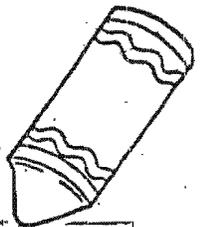
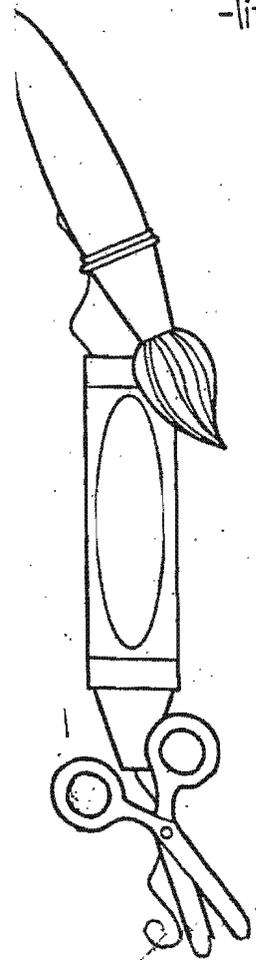
Our Unified Arts Schedule

Changes every 9 weeks.

Time: 12:50-1:40

Each day the children will have one "Special" class. On the 5th day of school the 1st one repeats.

i.e., Art, Music, Gym, Computers, Art



11:45-12:40:

❖ Large & Small Group Activities + Bathroom & Drinks

12:50-1:40

❖ Unified Arts: (Art, Computers, Gym, & Music,)

1:35-2:10

❖ Bathroom break

❖ Snack time

❖ Story time/reading

❖ Sharing

❖ Library (Thursdays & Fridays 1:35-2:00)

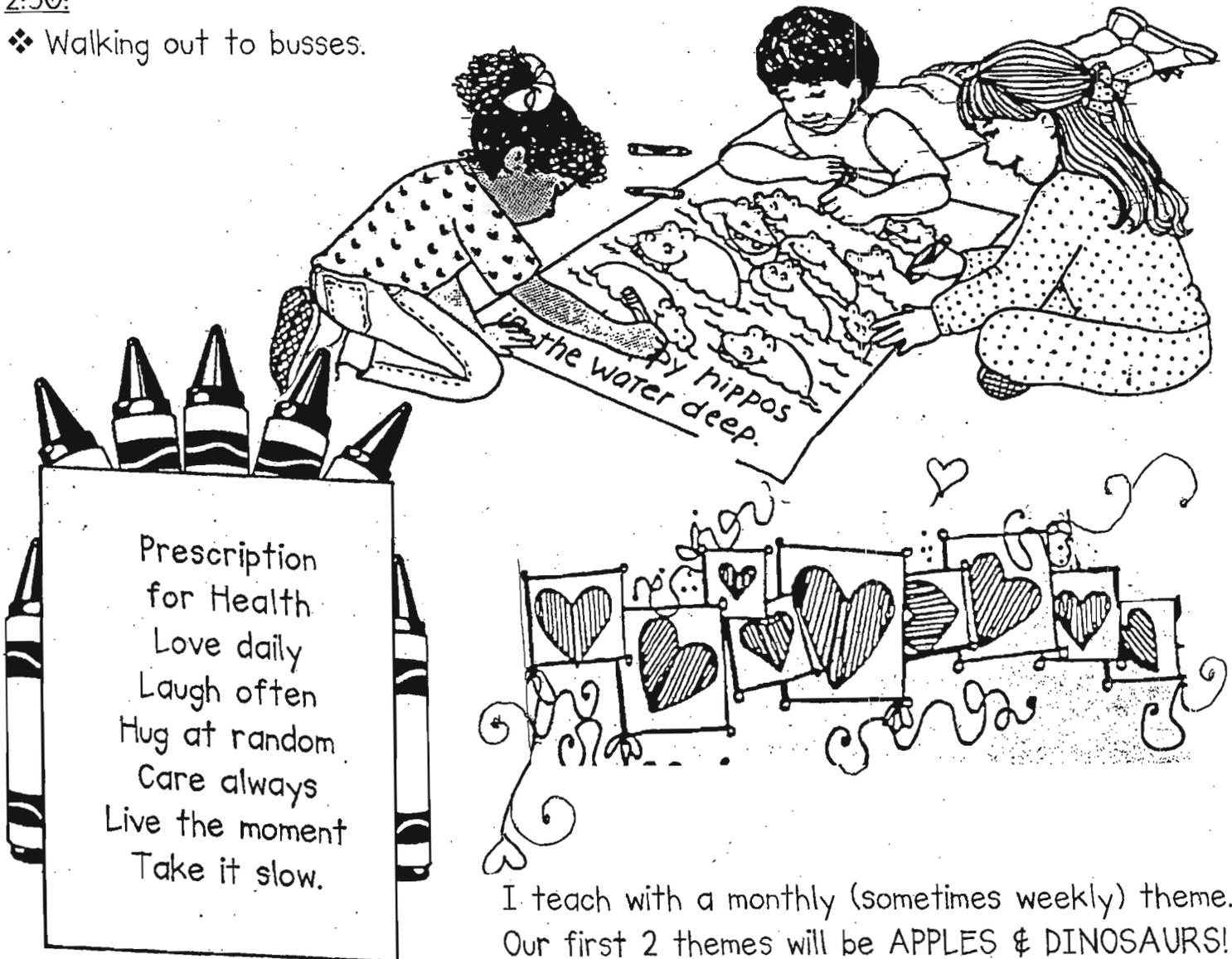
❖ Going Home Activities

2:15-2:25:

❖ In the hall getting ready and lining up.

2:30:

❖ Walking out to busses.



OUR CLASSROOM PHILOSOPHIES:

My Mission Statement:

- ❖ To be the kind of teacher I always wanted to have; helping my students truly believe that they are all stars, then encouraging them to sparkle and shine to their highest potential.

Class Mission Statement:

- ❖ Don't be anything less, than the best you can be.

Children's Pledge To Themselves:

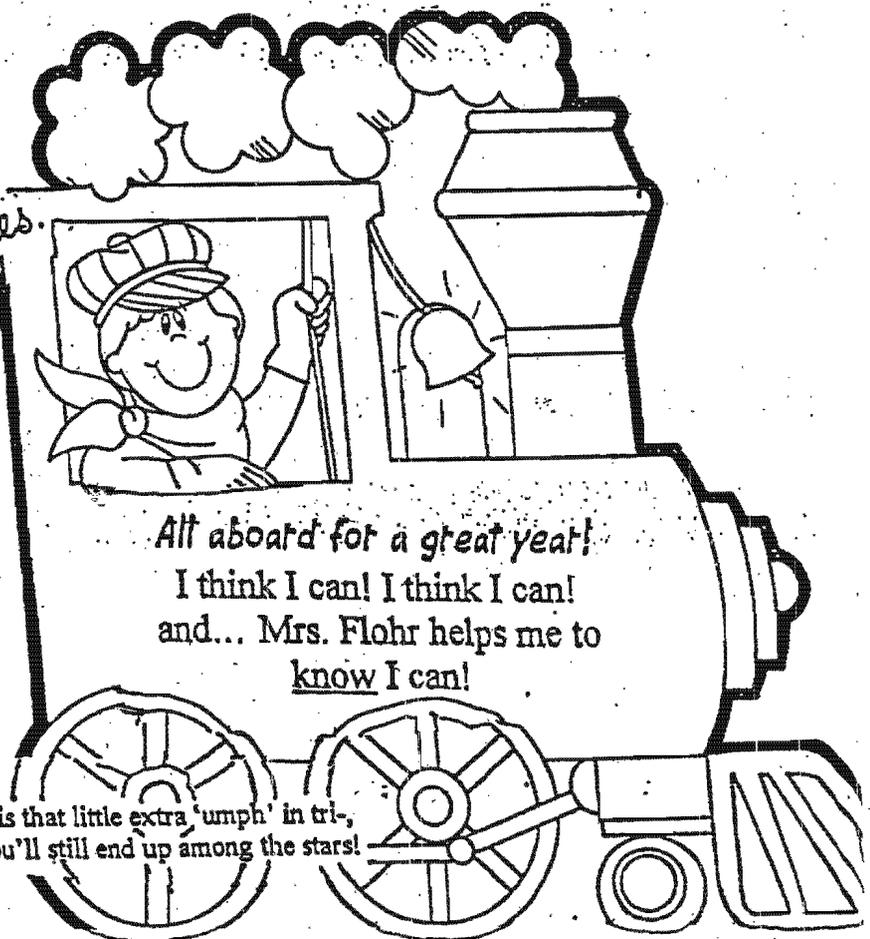
I am beautiful inside and out.
I am intelligent without a doubt.
I am the best me that I can be.
I can be anything I want to be!
I love being me.

One of the things we work on all year is maintaining a positive "can-do" attitude. I introduce this concept with *The Little Engine That Could* books and video.

"The mediocre teacher tells.
The good teacher explains.
The superior teacher demonstrates.
The great teacher inspires."
- William Arthur Ward

My Motto:

Many times the difference between success and failure is that little extra 'umph' in tri-, so always shoot for the moon, then even if you miss, you'll still end up among the stars!

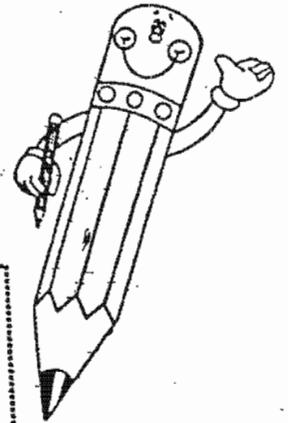


RULES & DISCIPLINE

Everything is better when we work **Together!**

Trying our best
Obeying rules
Getting our work done
Expressing our ideas
Thinking
Helping others
Enriching our minds
Respecting others

- ❖ Be kind to others.
- ❖ Be a good listener.
- ❖ Work quietly.
- ❖ Share



- ❖ We observe the *Golden Rule* by treating others the way we want to be treated.
- ❖ We keep our hands, mouths, and feet to ourselves.
- ❖ We raise our hand when we want to talk.
- ❖ We listen when it's another person's turn to talk.
- ❖ We have "Silent Travels" in the hallway.



TO THE PARENTS

We are given several warnings then we sit in the "Time Out" chair.
If we "hurt" another person this is an automatic Time Out and we must apologize to that person with sincerity.

Too many "Time Outs" calls for a note home to the parents.

Classroom Goals:

Each child will...

- Strive to achieve their personal best.
- Learn to respect the needs and feelings of others.
- Become more responsible & independent.
- Learn to make good choices and realize that they are responsible for their actions.
- Learn to use time constructively.

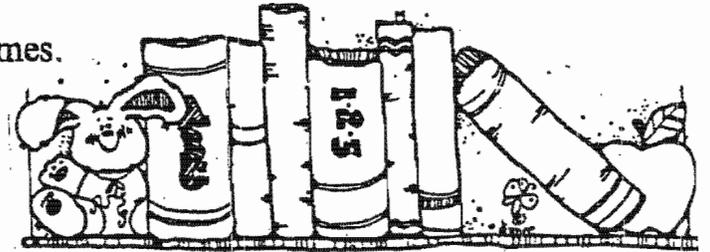


DONATIONS

Throughout the year we use lots of the following.
Anytime you can donate something, it is greatly appreciated! Thanks much!

- Medium-size Dixie cups
- Napkins
- Dy-dee wipes
- 8 inch paper plates
- 35mm film, any speed
- Prizes for our "Treasure trunk" and party games.
- Stickers

*"Love has a way of turning ordinary things
into treasures of the heart."*



Used donations:

- Buttons & Beads
- Don't toss those old Halloween costumes they're perfect for our dress up trunk.
- Books: Especially *Golden Books, Scoobie Doo, Bob The Builder, Blues Clues, Clifford, Pooh, Mickey Mouse.*
- Broken crayons! (The children peel them as a fine-motor skill.) When I get a tubful I take them home and melt them in muffin tins..I will be doing a leaf rubbing art project with them. Children are thrilled to take their muffin crayon home. ☺

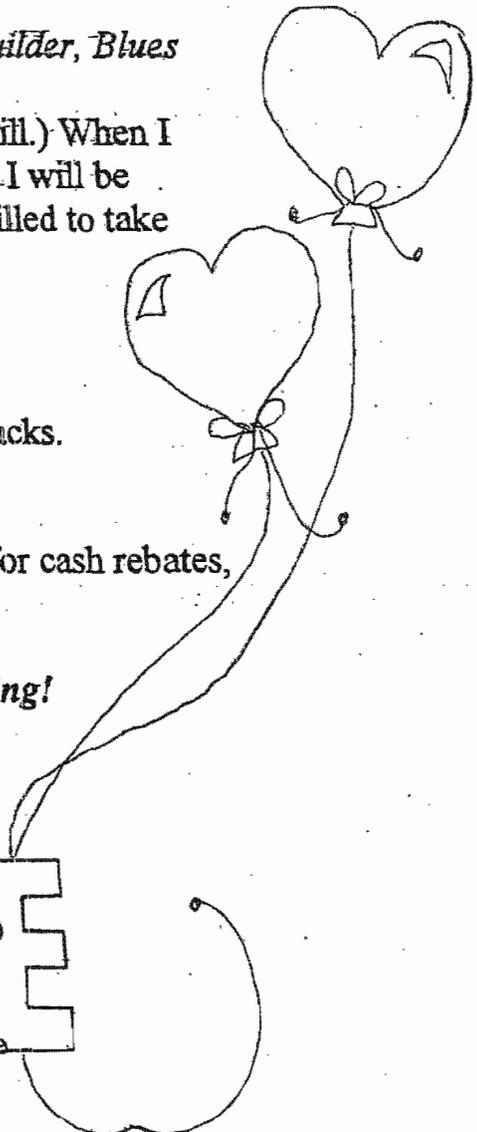
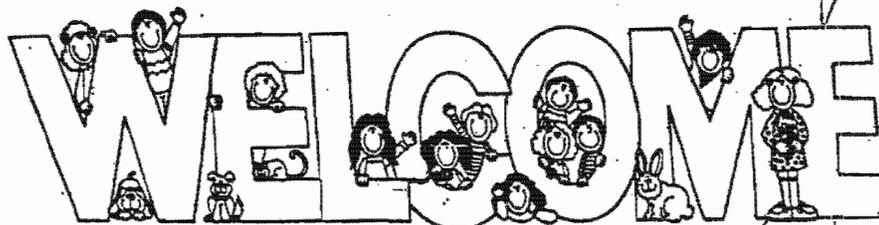
Collections:

Would you please save:

- Education boxtops/labels from General Mills cereals & snacks.
- UPC symbols from Spartan products
- Campbell's soup labels

These items are collected by the entire school and redeemed for cash rebates, school supplies & equipment that benefit all the children.

☺ *Thank you in advance for caring and sharing!*

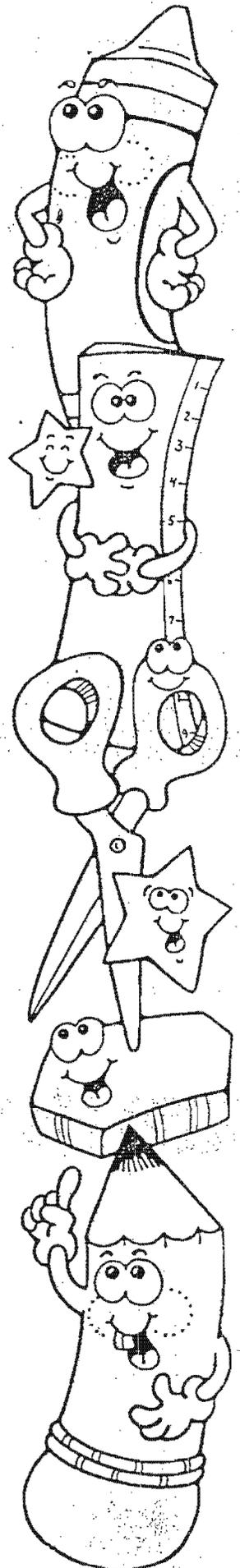


School Policies

These policies are for the protection of your child and your peace of mind.

Your cooperation is greatly appreciated.

- ❖ **Immunizations:** Your child's immunization requirements for Y5's/Kindergarten must be completed in order for them to be admitted to school. A copy of an up-to-date immunization record must be turned in to the office. This is a state law and must be enforced.
- ❖ **Absences:** If your child is absent from school, please call the office each morning that he/she stays home. If you are unable to call the office, please send a written excuse with your child when they return. It is helpful to know the reason why they were ill.
- ❖ **Arrival:** if your child rides the bus, school personnel will assist them each morning. These adults will help them safely walk from the bus to the school building. If you bring your child to school, please follow the designated drop-off and parking areas. Please do NOT drop them off before 7:45, as children are not allowed in the hallways or rooms, as teachers may not always be able to supervise children before that time.
- ❖ **Early Release:** If it's necessary for your child to leave school during the day, you must sign them out in the office first. School personnel cannot release any child without office approval.
- ❖ **Dismissal Changes:** If dismissal plans are changed for your child, *please call the office, or send a note to school with them.* This is especially important if you will be picking them up instead of having them ride the bus, or when someone other than you will pick up your child, or when your child will ride a different bus or get off at a different bus stop. **School personnel cannot change any child's usual dismissal procedure without being notified by parents.**
- ❖ **Dismissal:** Children are at their lockers at approximately 2:15 getting ready to go home. If they ride the bus, they have a designated wall where they line up and wait for a teacher to walk them out to the bus. If you'd like to pick up your child from our classroom please arrive by 2:15. This is an extremely busy time for me, so if you pick up your child and would like to help assist the other children as well, that would be wonderful. ☺ Y5/Kindergarten students board the busses FIRST. Y5/K teachers walk their students out the door at approximately 2:30. Mrs. Taylor's room is the designated "Pick Up" room for children who do not ride the bus. Your child will be waiting for you there.
- ❖ **Medications:** Any medication sent to school must be in a prescription bottle clearly labeled with your child's name, doctor's name, and the dosage. A written request to administer the medication must also be sent. Office personnel will administer the medicine. Via our classroom info sheet please make me aware of this medication and any allergies or other medical conditions. This is especially important on fieldtrips.



Our Y5 Policies and Procedures

Parent/Teacher Link:

A strong parent-teacher relationship is important for your child's school success.

You are ALWAYS welcome in our classroom.

I will communicate with you through notes, telephone calls, newsletters, report cards and parent-teacher conferences.

If you need to relay a message to me, please pin a note to your child's shirt.
(I don't always have time to go through 20 backpacks, and a Y5 isn't quite responsible enough to look for, and remember these things.)

Parent Participation:

During the school year we have a variety of classroom activities: field trips, celebrations, performances etc. I will keep you informed of these activities and encourage you to be active. Your interest in these activities helps support your child and sends the message that school is important.

Room Helpers:

Please consider being a Room Helper for just **one hour**, one day a week or month. Choose any day you'd like. If you can come consistently on that day, I'd be most grateful. Stay as long as you'd like, but my crucial help time is **8:30-9:30** when we are doing seatwork and thinking centers.

My grandmother always said, "*Many hands make light work.*" I'm reminded of that daily, and am very appreciative of the people who graciously give of their time to help us! **THANK YOU!** Your involvement helps your child. They see first hand that education is a top priority. You are part of our class; the children will love and appreciate you. I know you'll feel blessed!

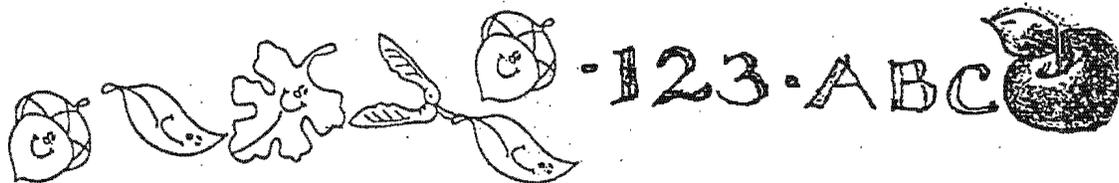
Working with little ones is emotionally satisfying. Few sounds are as delightful as little ones giggling. If you didn't get a chance to sign-up at Open House just give me a call or send a note that you can help. Thanks much!

At Home-Helpers:

Can't come in, but still want to help? You can be an **At-Home-Helper**. If you didn't get a chance to sign-up at Open House just give me a call or send a note that you can help. Home Helpers "cut, glue, assemble, sort, staple etc." different projects for our classroom. Whenever the need arises, I send all the "stuff" needed in a bag in your child's backpack, along with the date we need it back, directions, and a finished sample. You can "putz" with these things with your youngster or while watching television. With your help I'm able to do all sorts of extra fun things with the children. Pre-assembly makes things less frustrating for them as well.

Fieldtrips:

We'll be going on 3 fieldtrips! (October we go to Nelson's Apple Orchard/Pumpkin Farm, In January we go bowling in Sparta, and in February we walk to the Kent City Post Office. I like to have lots of parental involvement with this. As soon as I have the dates, I will give you advance notice.



Outdoor Recess

Each day we have outdoor recess unless it is raining, or in the winter when the wind chill dips below zero. Your child looks forward to this activity period and it is made more enjoyable with proper shoes and clothing.

Our wonderful playground has lots of exciting equipment for climbing, digging, sliding and swinging. Both boys and girls like to climb and slide and clothes that can take this type of play are best. Shoes as well are very important. Tennis shoes are best suited for your active child's playtime and must be worn on gym days.

Verbal Sharing & Show and Tell:

Show and Tell is a wonderful way to share oneself with others. Each day children will share in some form. Simply standing up in front of their peers and saying, "Hi, my name is _____." is difficult for some children. I allow children to say "pass" if they feel too shy to come up.

Asking your child what they did in school is a great way to get them talking in a concise manner. It also shows you care and are interested in them and their world. Repeating their lessons also reinforces them!

SECRET SACK:

So that an entire session of class is not taken up with sharing one's possessions from home, I have developed the "Secret Sack". Each day a different child will be allowed the privilege of taking the Secret Sack home. They bring it with them the next day and "Show and Tell".

They truly enjoy giving clues to what's in the bag and seeing if the children can guess what's "hiding" in there. *I'd really like this to be an educational time as well, so it would be nice if something other than "toys" were brought in throughout the year.* Please only have your child bring in 1 thing. I will put the item in their backpacks to be taken home so please consider the fragility of the item. (No glass.)

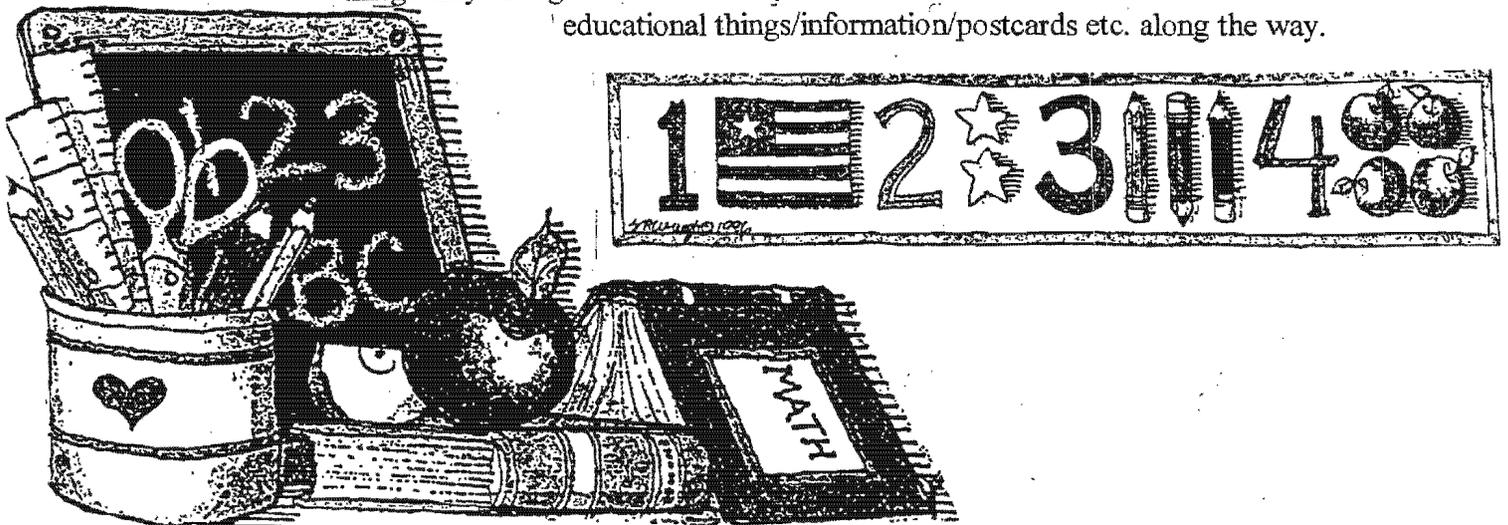
The Secret Sack will start going home sometime in September. Unless they have the Secret Sack, **Please do not allow your child to pack toys etc. in their backpack.**

Attendance:

Regular attendance is important to your child's success. Much of our learning is through social interaction and group experiences that cannot be made up at home. Going to school is a new experience for your child, a few complaints of "I don't want to go to school" are normal. Please let me know if they persist.

Missed Work:

Children do not have to make up work. If you are planning an extended vacation please let me know. If you'd like, I can send some of the work we will be doing. I like to allow any child who's gone on a vacation, time to share their experience, and show some things they brought back. You may want to keep this in mind, collecting some educational things/information/postcards etc. along the way.



Money:

There are times when your child will need to bring money to school. (Lunch Fieldtrips etc.) Please make sure the money is placed in a sealed envelope with the following information on the outside:

- ❖ Your child's first and last name
- ❖ The purpose for the money, (Lunch, book order, fieldtrip etc.)
- ❖ **Please pin this envelope to your child's shirt.** THANKS! ☺

The time when the children first arrive is very hectic; this will enable me to greet and address the children's requests first and complete other tasks such as recording money etc later in the day. Thank you!

Lunch:

You may pack a **cold lunch** for your child in a lunch box or sack. Make sure their name is on it. Milk is available for .30¢ **Hot Lunch** is also available. Including milk, the cost is \$1.75 per day. The school sends a monthly cafeteria calendar home so you and your child know what's being offered. Please send lunch money in a Zip-Loc bag or a sealed envelope and **pin it to your child.** Please write the words "Lunch Money" or "Milk Money" along with your child's name on the outside. If lunch or milk money is forgotten at home, a charge will be permitted. That charge should be paid on your child's next day of school. I find that it's easier to pay for a week at a time if possible.

An application form for free or reduced-price hot lunch is available in the office.

Snacks:

Please do not send a snack in your child's backpack. We have a special snack time each day, as snacks are an important part of our routine. Children look forward to this time as a way to relax and socialize with their new friends. In addition, it gives me an opportunity to work with the class on important socialization skills such as manners, sharing, courtesy, cleanliness/hand washing etc.

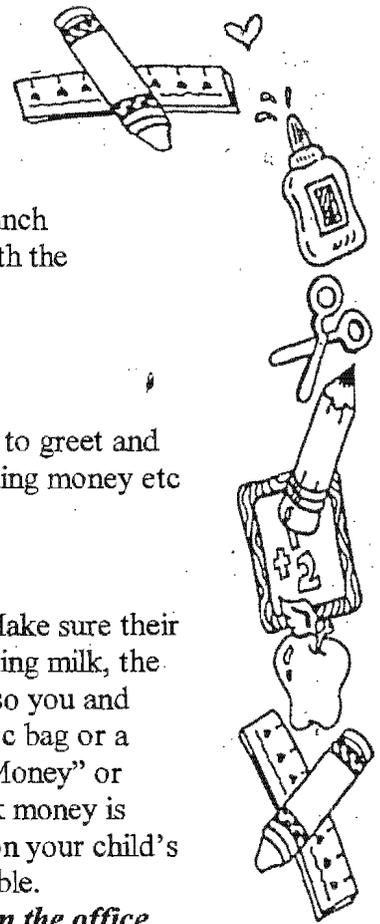
Beginning in September, 1 time each month, your child will be asked to provide a snack and juice for the entire class. I will send a monthly Snack Calendar home listing your child's day. Food for snack should contribute to the nutritional needs of a growing child. **Please do NOT send cupcakes, candy, or anything with nuts or peanut butter.**

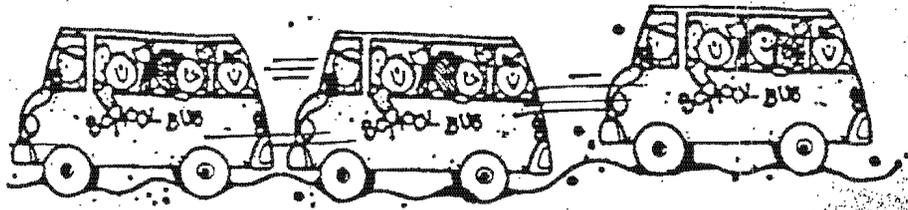
Allergies: I am highly allergic to nuts. Just touching the snack as I pass it out, or the odor of peanut butter causes an allergic reaction. You can imagine what a roomful of children eating peanut butter could do to me. If your child has any allergies, dental plates, or special needs please let me know.

Classroom Parties:

We will have three holiday parties this year: Halloween, Christmas and Valentine's Day. All parents are invited to attend all of the parties. If you did not get a chance to sign up at Open House and would like to provide something for a classroom celebration please let me know.

The week of the party I'll send a "Reminder Note" home of what they're providing. So that you can give your child your undivided attention, consider a younger sibling's behavior before you bring them to a party.





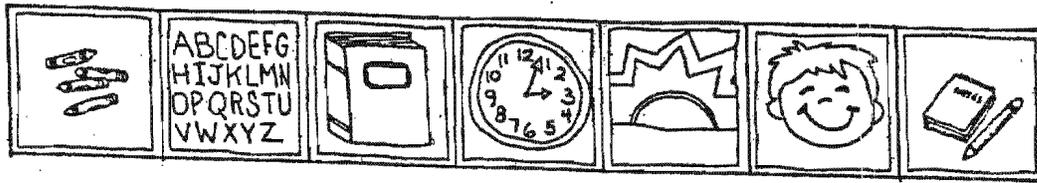
We will also have other classroom celebrations like Mickey Mouse and Winnie the Pooh's Birthday parties. You're welcome to attend these as well.

Birthdays

Birthdays are one of the most exciting days of your child's life. We recognize and celebrate this important day. Our class sings to them, they get a book and treat bag from me, and they are our line leader and star-student helper for the day.

Summer birthdays will be celebrated as "Un-birthdays" in May.

Your child may bring in a special treat for the children on their birthday. I will try to correlate the Snack-Sack Calendar to fit birthdays.



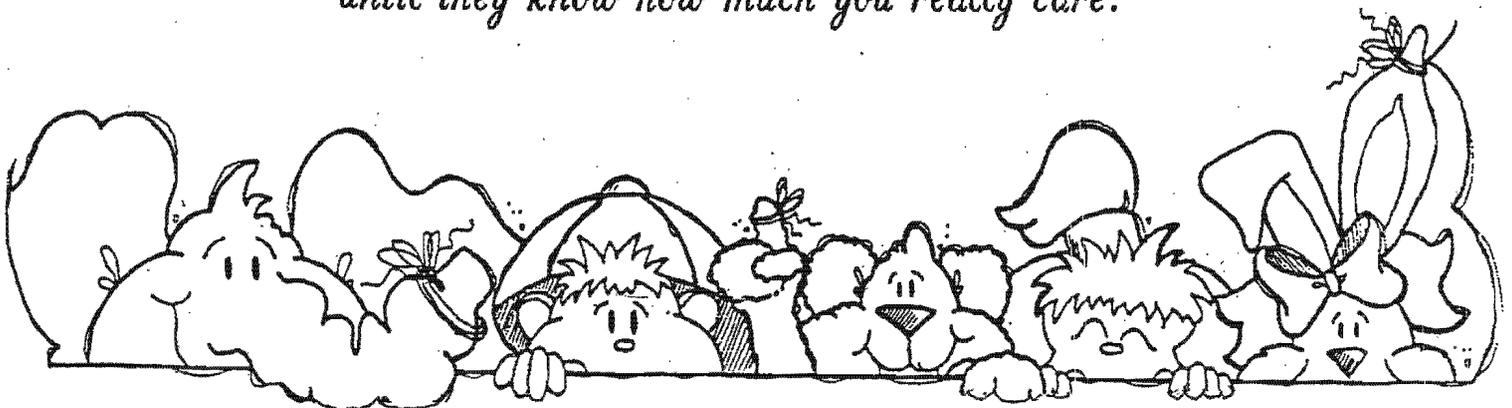
I hope this handbook has answered any questions you may have.

If not, please feel free to give me a call.

I look forward to working with you and your child!



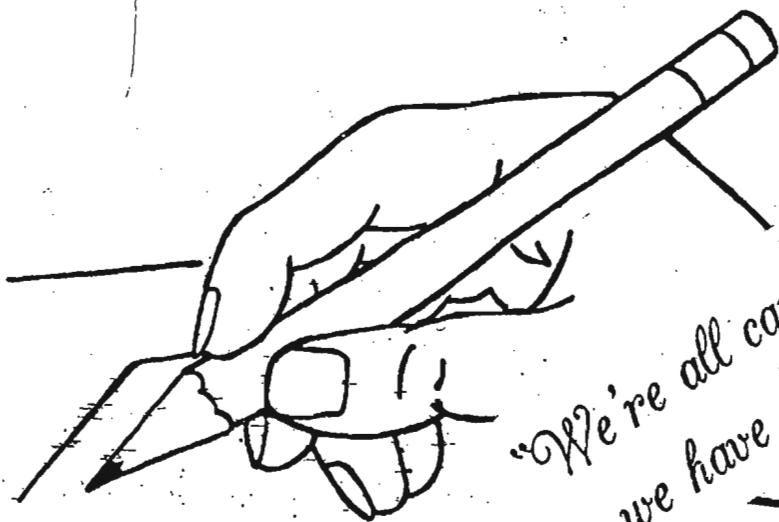
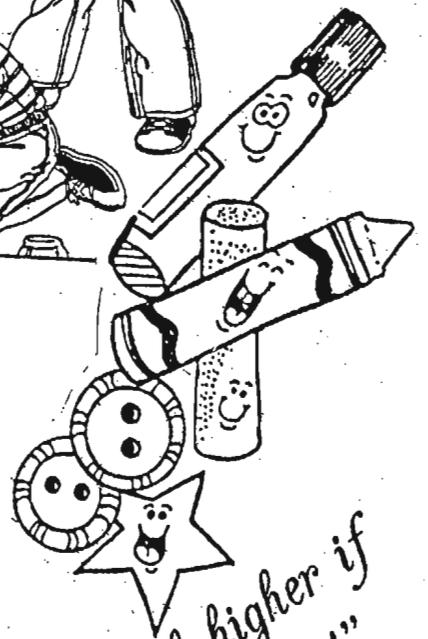
*"A child doesn't really care
how much you know,
until they know how much you really care."*



Your child will be bringing home A **WRITING NOTEBOOK.** Please make it a part of their routine to write their name **ONCE EVERY** day. A separate note of explanation will be tucked into their notebook.



Correct position for holding pencil



"We're all capable of climbing so much higher if we have someone behind us cheering us on!"



Butterfly in the Wind

*A child is a butterfly in the wind; some can fly higher than others,
but each one flies the best that they can.*

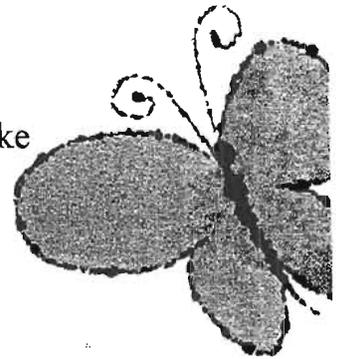
Why compare one against the other?

Each one is different. Each one is special. Each one is beautiful!

Fly high little butterflies. Fly high!

Bold, **B**eautiful **B**utterflies

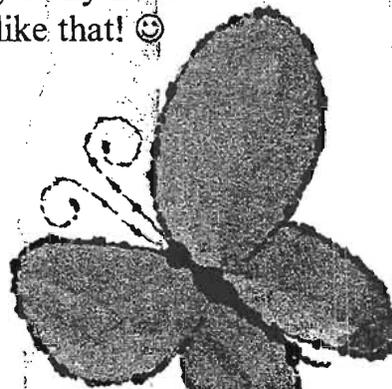
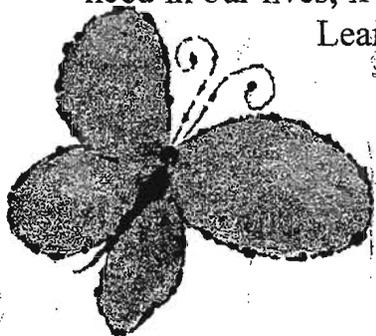
Watch your butterfly fly free with the fun of school; adventures take flight and children soar! We can help our children learn by providing them tools, understanding, time and encouragement. We cannot do it for them. Sometimes a little bit of struggle in life is necessary...

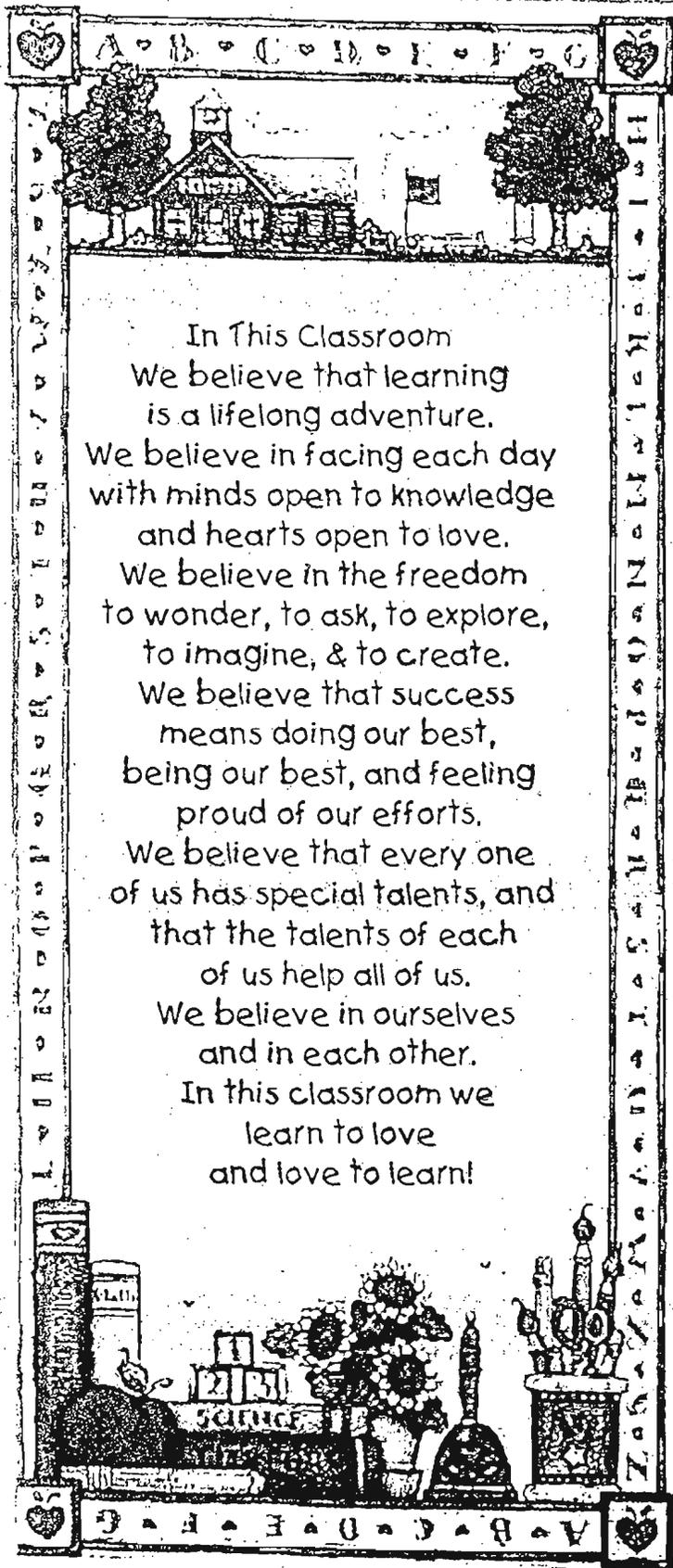


A True Story:

A man found a cocoon of a butterfly. One day a small opening appeared. He sat and watched the butterfly for several hours as it struggled to force its body through that little hole. Then, it seemed to stop making any progress. It appeared as if it had gotten as far as it could, and it could go no farther. So the man decided to help the butterfly. He took a pair of scissors and snipped off the remaining bit of cocoon. The butterfly then easily emerged; but it had a swollen body and small, shriveled wings. The man continued to watch the butterfly because he expected that, at any moment, the wings would enlarge and expand so they could support the body, which would contract in time. Neither happened! In fact, the butterfly could only crawl around and was unable to fly! What the man, in his kindness and haste, did not understand was that the restricting cocoon and the struggle required for the butterfly to get through the tiny opening, was a way of forcing fluid from the body of the butterfly into its wings--so that it would be ready for flight once it achieved its freedom from the cocoon! Sometimes struggles are exactly what we need in our lives, if we are someday to fly free!

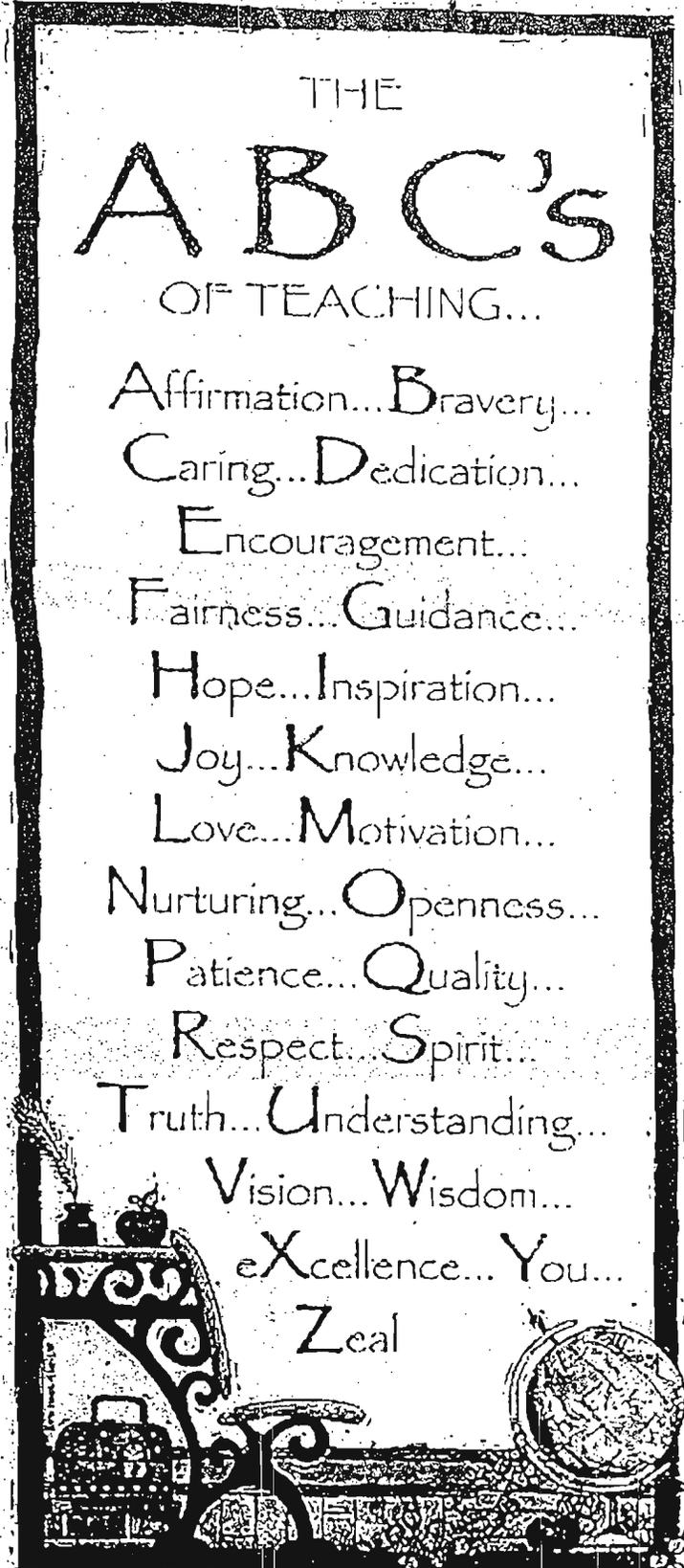
Learning for life is like that! ☺





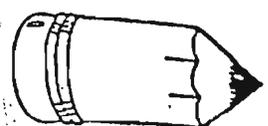
In This Classroom
We believe that learning
is a lifelong adventure.
We believe in facing each day
with minds open to knowledge
and hearts open to love.
We believe in the freedom
to wonder, to ask, to explore,
to imagine, & to create.
We believe that success
means doing our best,
being our best, and feeling
proud of our efforts.
We believe that every one
of us has special talents, and
that the talents of each
of us help all of us.
We believe in ourselves
and in each other.
In this classroom we
learn to love
and love to learn!

*A child is a handful sometimes..
a heartful all the time.*



THE
A B C's
OF TEACHING...

- Affirmation... Bravery...
- Caring... Dedication...
- Encouragement...
- Fairness... Guidance...
- Hope... Inspiration...
- Joy... Knowledge...
- Love... Motivation...
- Nurturing... Openness...
- Patience... Quality...
- Respect... Spirit...
- Truth... Understanding...
- Vision... Wisdom...
- eXcellence... You...
- Zeal

Parents are a child's first
 teachers!