

Welcome to Mrs. Willson's Room!

The following list will help you learn a little bit about our daily operations. Please feel free to contact me about any questions or concerns that you may have. I can be reached at 348-2320 or at willson.sj.t@petoskeyschools.org. I am looking forward to getting to know your family!

- **Thursday Folders:** A folder will come home with your child every Thursday night. This is a great way for you and I to communicate. Inside the folder you will find your child's work from the previous week, his or her assessments, my classroom newsletter, a letter from the office, and any other flyers, papers or permissions slips that need to go home that week. Please look this over at your earliest convenience and send the folder back to school with your child. You can insert any money, papers, or notes that need to be returned to the office or me in it. Please try to send the folder back by the following Monday. Finally, if you have more than one child at Ottawa, the oldest sibling will receive all papers that come from the office. This saves us on paper and you on sorting and reading.
- **Popcorn Day:** Ottawa has a popcorn sale every Friday morning. Orders are due by 8:20 a.m. This is organized and run by a different classroom each week. The cost for a bag of popcorn is 25¢. Students may purchase up to two bags per week. They will be allowed to have one bag of popcorn for their afternoon snack. The second bag will come home in their backpack. All of the money collected for this sale helps the hosting classroom purchase classroom items or field trip supplies!
- **Hot Lunch and Milk:** Chartwells Food Service handles our hot lunch and milk program. You will find that a menu calendar comes home each month to let you know what will be served. The cost for lunch is \$2.25 and includes milk. If your child would like white or chocolate milk to go with a sack lunch, it can be purchased for \$0.45. To purchase hot lunch, you simply need to put money on a lunch card for your child. This card is swiped and acts as a debit system. You can do this by setting up an online account at <http://petoskeyfoodservice.weebly.com/>. If you would like to turn in money at school, please put it in an envelope and label it with your child's name, the money amount, and note that it is for hot lunch and/or milk.
- **Homework Folders:** Your child will bring a homework folder home every Monday night. Occasionally it will come home on other nights but he/she will never have homework on

Fridays. Inside the folder there will be a short activity to reinforce skills that have been taught at school. Most of the time you will find a weekly spelling list. It is helpful if you look over it when he or she has completed the work. Please note that I do not expect homework to take anymore than twenty minutes. If you are finding that it takes a lot longer than this, please contact me as soon as possible so that we can make adjustments. I do not want your first grader slaving away at homework all night.

- Phonics Readers: You might also find a small booklet that we call a phonics reader in the homework folder. This booklet helps to reinforce the phonics skills that we are working on. Please have him or her read it to you or another friend or family member three times. The listener should sign it on the back each time it is read. The read can then be sent back to school. When it is returned with three signatures on it, your child will receive a “caught being good” slip for our weekly prize box drawing.
- Spelling Lists: You will find a spelling list that will come home in your child’s homework folder every Monday night. This is the same list that we will practice at school all week. Please help your child practice these words every night. We will take a spelling test every Friday morning.
- Library Books: We will go to library every Friday afternoon. Our librarian, Mrs. Tompkins, allows the children to check out two books. These will come home that night and can be read throughout the week. When your child is done with them, he or she can bring them back to school and place them in the library crate in our room. Mrs. Tompkins will check them in before we meet again.
- Snack Time: We have snack time everyday at approximately 9:30 . If your child chooses to bring a snack, please make sure that it is healthy, clean, and quick to eat. Our class rule is that it should be some type of “brain food” so that it will help us think. Fruits, vegetables, and grains are encouraged. Treats are great to have after a healthy lunch but not for our morning snack. A drink is not necessary because the drinking fountain is always available.
- Snow Days: If the winter weather is looking hairy, please make sure to check the local news stations on the television or radio. You can also sign up for a text alert to be sent to your cell phone by going to <http://www.9and10news.com/category/222005/my-910-news> and creating a free account.
- Extra Shoes: I encourage everyone to bring in a pair of shoes to leave at school during our muddy, wet, and winter seasons. These can be left on his or her chair so that you don’t have to pack them each night. Snow pants are also fine to keep at school during the winter season. Everything else will be sent home each night. Also, please make sure to mark your child’s name inside everything.

- Friday Assessments: Every Friday morning your child will take math, phonics, and/or spelling assessments. If he or she is absent, they will be completed when he or she returns. The kids look forward to this time because they get to chew a piece of gum for a little while!
- Start Time: Please note that school begins at 8:10 am. It is important to be there on time so that your child has time to get settled in for the day. If he or she comes in late, please stop by the office to sign in at Mrs. Justis' desk.
- End Time: School ends at 3:05 each day. If you are planning to pick your child up, please wait in the front lobby until the bell rings. You may walk down to our classroom door once you have heard the bell.
- Absences: If your child is going to be absent, please notify Mrs. Justis at 348-2130 to let her know. I will keep track of your child's assignments and get them to him or her when he or she returns.

This list is not meant to overwhelm you, take it one day at a time. We are so glad to have you at Ottawa! I know that this is going to be an exciting year!