Welcome to

Mrs. Garrett’s Kindergarten!

Mrs. Angel

Garrett

Topping Elementary

(816) 321-4651

[Angel.Garrett@nkcschools.org](mailto:Angel.Garrett@nkcschools.org)







Dear Parents,

I am so very excited to have your child in my Kindergarten class this year. I am sure it will be an exciting and successful year for all of us.

My name is Angel Garrett. I am first and foremost a wife and mother. I have three sons – Jackson is a senior this year in Smithville, Jacob attends Maplewoods College and my oldest Josh is going to college in Oklahoma and I have a wonderful and talented husband, Steve. I graduated from Northeastern State University in Tahlequah, OK with a degree in Elementary Education and Early Childhood Certification in 1992. I received my Masters degree as a Reading Specialist from Northeastern State University in 1997. I taught Pre-K, T-1, and 1st Grade before leaving education to be a stay at home Mom for 10 years.

This will be my 5th year teaching Kindergarten here in NKCSD and my 14th year of teaching, 9 of those in Kindergarten. I believe that my experience and love for children has taught me that Learning must be FUN and EXCITING! I want children to love every minute that they are at school. School should be an enjoyable experience and their first year will set the attitude and pace for the rest of their educational career.

Working with you (parents) as partners in your child’s education to make the best possible learning environment for each child is important, so please do not hesitate to call or email me with any questions or concerns you may have. Email is the most efficient way to contact me during the day or if you leave a message with the office, I will be happy to return your call at my earliest available time.

My email here at school is: [Angel.Garrett@nkcschools.org](mailto:Angel.Garrett@nkcschools.org) or you may contact me directly at 816.413.6677.

CHILDHOOD SHOULD BE A JOURNEY, NOT A RACE…

Looking forward,

Angel Garrett

Classroom Information and Procedures

*Topping Bulldogs are helpful, kind, and safe!*

There are so many important school and classroom procedures to share. Here are just a few and we will continue to communicate and share others throughout the year.

SCHOOL ATTENDANCE

A child’s regular and prompt attendance at school is crucial to his/her success. Kindergarten learning activities are large group, small group, with a peer, or individual; and involve interaction with classmates and teacher. It is very hard to make up work that has been missed due to the hands on nature of our learning. I will emphasize language development, shapes, colors, numbers, alphabet recognition, beginning sounds, writing upper and lower case letters, and much, much more.

SCHOOL HOURS

Students attend class from 9:00-4:00. Your child may enter the classroom at 9:00 and will begin their morning routine. They may eat a free breakfast at 8:40 if they wish. Thursday’s will be early release day and students will be dismissed at 3:35. If there is an emergency or an unavoidable situation and you need to pick your child up during the school day, you must sign him/ her out in the office.

TRANSPORTATION CHANGES

All transportation changes must be in writing. If you plan to pick up your child who normally rides the bus, you must send a written note to school with your child. If there is not a written note, your child will be sent home by his/ her usual method of transportation.  *ALL CHANGES IN TRANSPORTATION MUST BE IN WRITING!*



ENCORE CLASSES

Our ENCORE classes are: ART, MUSIC, PE, HEALTH, LIBRARY, COUNSELOR and COMPUTER. Please wear tennis shoes and shorts or pants on PE days. Counselor and Library lesson will be every other week.

DRESSING FOR SCHOOL

Please dress your child in comfortable clothing school. It is best to dress children in “play” clothes since some activities require children to paint, sit on the floor, play in sand or water, and play outside. Because we do many physical activities during the day and want children to be safe, it is recommended that children do not wear clogs, flip- flops or sandals to school. These types of shoes are permitted but not recommended. On P.E. days, be sure your child wears gym shoes. Be sure to keep a change of clothes (underwear, socks, shirt, and bottoms) in a Ziplock bag in your students backpack. Be sure to change this bag with the seasons and if your child has an accident, we will send a note so that you may check and change!

LUNCH MONEY

School lunch prices for this year are $2.20 for student lunches and $3.15 for adult lunches. Extra milk will be 40 cents. Please feel free to join your child for lunch sometime throughout the school year. It is recommended, however, that parents not eat lunch with their students the first two weeks (so we can teach/learn procedures) or the last two weeks of school as we wind down our year.

You may add lunch money to your child’s account on-line, come in and put money on the account or you may send to school in your students STAR folder.

PLEASE SEND YOUR CHILD’S LUNCH MONEY TO SCHOOL IN A MARKED, SEALED ENVELOPE THAT SAYS – LUNCH MONEY, THE AMOUNT, AND YOUR CHILD’S NAME AS WELL AS MY NAME. This can be placed in the clear pencil case pocket in your students take home folder. You may also come in and pay in the office.

STAR FOLDERS – Students Taking Awesome Responsibility

Every day I will send home a STAR folder that contains important information. Items in the left pocket can be left at home. Items in the right pocket need to be checked and returned to school. There will be a calendar in the STAR folder with information for the month. On Fridays, I will send home your child’s behavior progress for the week. I ask that you initial the behavior progress sheet and write any comments or concerns that you may have. This is a great communication tool for us to use, so please use it. Go through this folder and return it daily. Please sign and date so that we know you have seen it. Your child will receive a sticker for returning the folder on Monday with the behavior sheet initialed by a parent.

BIRTHDAYS

We do celebrate birthdays at school. Your child will receive a gift from me, be able to wear special birthday glasses, a pencil, and a signed card from the myself and the students. Birthdays will be celebrated at lunch time in the cafeteria. Our lunch time is from 11:00-11:25 so if you are bringing birthday treats please be sure to bring before that time. All snacks must be store bought and prepackaged. NO HOME BAKED GOODS! Please do not send large cupcakes, cake or red juice of any kind. You are more than welcome to come to lunch and celebrate with your child if you would like to but it is not expected! Birthday invitations may only be distributed if EVERY CHILD in the class is being invited.

SNACKS

We will have snack time once a day. At the beginning of each month I will send a note home asking each family to send in enough prepackaged snacks for 20 students and I will store these until needed. If you forget, please send in any time during the month. Please take a look at the attached Healthy Snacks list. Any other healthy brain food – not candy or sugar snacks. Snacks should be individually prepackaged and NO HOME BAKED GOODS! Thanks again for your understanding and help.

HANDWRITING

We use Traditional Manuscript Handwriting. Please use the copy attached to this note to practice at home with your child.

OUTDOOR RECESS

Children will be going out for recess everyday unless it is raining or extremely cold (28 degree wind chill or below). Please keep this in mind when helping your child select appropriate clothing for the day. Refer to the Topping Handbook for more details.

HOMEWORK

Reading is a skill that must be practiced to be mastered. Each week I will send home a Ziplock bag with reading materials for you and your child to read – there may be books, sight word lists, alphabet practice, etc. Please fill out the reading log nightly and return the reading packet to school each Monday. Reading with and to your child is a building block for academic success. Please read to your child every night; and throughout the year you will be surprised as they begin to read to you. Students will be recognized on the bulletin board in the main hallway for their reading log and will be rewarded at the end of the school year for the number of books they have read.

☺ I will send homework/reading bags on Mondays to be completed by Friday. Please make this a family learning experience by helping your child complete the homework on time and the responsibility of returning by Friday. There will be sight word and letter checks sent home on Fridays as well.

BOOK ORDERS

Wow! What a great way to encourage your child to read and help to build our classroom library as well. For every book your order our classroom will earn points toward new books as well. Scholastic book orders will be sent home once per month. Be sure to look for this form and thank you.





OUR BEHAVIOR PLAN

I have strong beliefs about how children should/ can behave and believe it is my responsibility to provide a safe, nurturing, and encouraging environment. I also believe that our children have a responsibility to help keep it that way.

Our Classroom Responsibilities include:

1. Work quietly and always do your best.

2. Keep hands and feet to yourself.

3. Follow directions and listen carefully.

4. Be a good friend.

5. Be a good listener.

I will be using PBS (Positive Behavior Support) and Conscious Discipline in our classroom (explained below) and of course will be in communication with parents of any ongoing struggles. Our PBS school motto is *Topping Bulldogs are helpful, safe, and kind!* All behavior issues will be handled with these three topics as our main concern.

Conscious Discipline - Conscious Discipline® is an emotional intelligence program developed by Dr. Becky A. Bailey which consists of brain smart strategies for *responding* instead of *reacting* to conflict moments.  It is through our ability to calmly respond, that everyday conflict moments become the “teachable moments” whereby we can model and teach respect, helpfulness, kindness, honesty and compassion.

Use of the Conscious Discipline ® approach is a specific process which promotes *permanent behavioral changes* in children.  When we love and interact consciously with our children, change takes place.  Children are no longer motivated by external rewards. They develop motivation to change behavior due to their own intrinsic beliefs about self and others.  We move away from the traditional “reward and punishment” **paradigm** which is based on creating *fear* in the child.  Instead, the [Conscious Discipline® approach is *love-based*,](http://www.encouragementforfamilies.com/Powers%20and%20Skills.html) which encourages children to balance thinking with emotions.  Children begin to create healthy solutions to their own dilemmas under the loving guidance of their teacher.  In addition, children become more accountable for their own behaviors rather than shifting the blame to others.

*Please read over all work and notes and praise your child for their successes and the effort that they are putting in to all their work (even if not perfect, they are doing their best and we will get there).*

*They all need lots of hugs and pats on the back.*

I appreciate your interests in your child’s growth at school and in our classroom. I know this will be an enjoyable school year as we get to know one another. If you have any questions or concerns, please do not hesitate to contact me. My email me is [agarrett@nckschools.org](mailto:agarrett@nckschools.org). My number here at school is 816.413.6677. If needed, please leave a message here at school and I will return as soon as I can.

Remember – Parents are the first, best, and most important teachers!

Sincerely,

Angel Garrett



Mrs. Garrett’s Classroom Procedures

2015-2016

Arrival Procedures

1. Meet and greet children at the door.
2. Students will get out folders from bag, place into basket by the door. If it is a library day, get out library books and put them into library basket under the front door desk. On Mondays, return reading logs to basket.
3. Hang up backpack/coat on assigned hooks.
4. Go to table and begin to quietly work on their morning work/ tub while teacher reports attendance and checks folders for notes, etc… When finished students will choose an activity from the choice board.

Talking Procedures

1. Always use correct voice inside and outside. We will learn about our whisper voice, buddy voice, and outside play voice.
2. Students will learn to raise their hands if they have something to say and will not interrupt their teacher or friends.
3. Students will learn to look and listen to those who are speaking and be respectful of their thoughts.

Lunch Procedures

1. Teacher will call students to get their lunch tags. Students will line up in a single file line. Listen for the teacher to tell what the lunch choices are.
2. Hold hands out for hand sanitizer.
3. Go with the class in single file line to the cafeteria. Quickly get your lunch tray, and type in your lunch number.
4. Walk quietly to the lunch room, eat lunch, and listen to the teachers for directions. Students are to eat quietly and when finished may visit quietly with neighbors.

Hallway Bathroom Procedures

1. When walking to the bathroom, students should be facing the teacher, voices off, and “bulldog paws” behind their backs.
2. At the bathrooms students will sit in their designated line. Teacher will tell students when to go into the bathroom. There will be 4 girls and 4 boys in their bathrooms at a time.
3. Students will use the bathroom quickly and quietly.
4. Students will wash hands with one squirt of soap.
5. After washing hands, students will get a paper towel to dry hands (3 pulls). If needed, students will also get a drink at this time.
6. Students will go to the end of the line. Each time a new person uses the restroom, the students sitting in the line will scoot their line up to the designated spot.

Classroom Bathroom Procedures

1. When a student needs to use the restroom in the classroom, they will hold up the sign language “R” using their hand (crosses index and middle finger). Teacher will give student permission to use the restroom. Do not ask to use the restroom while the teacher is giving instruction.
2. Students will use the restroom quickly and quietly. Flush the stool before leaving. After using the restroom wash hands using one squirt of soap and then dry them with 3 pulls of the paper towels.
3. If students need a drink they will hold up the letter “D” in sign language (holds up index finger and forms a circle with the rest of their fingers).

Hallway Procedure

1. Before leaving, students will line up in a girls line and a boys line.
2. Students will face forward, with their bulldog faces forward, bulldogs tails, and bulldog paws behind their backs!
3. When walking in the hallway, if students see someone they know, they will give them a silent finger wave.

Dismissal Procedure

1. When asked, students will get everything out of the cubby, including their star folders, and place into their backpacks.
2. Students will stack chairs, sit on the carpet, and wait for instructions from the teacher.
3. Teacher will line students up based on their transportation made.

WAYS TO HELP YOUR KINDERGARTENER

1. Go over papers each night together offering lots of hugs, praise, and pats on the backs for what students have done right.
2. Ask, “What did you do in class today? “
3. Read to your child every day.
4. Practice and drill on:



* 1. Shapes
  2. Count to 100 by tens and ones. Recognize and write numbers to 20
  3. Letters and Sounds
  4. Sight Words – 105 for the year

1. Encourage your child to write:



* 1. Letters and numbers
  2. Names – his/hers, yours, friends, colors, numbers

(first letter of names capitalized only)

* 1. Labels on pictures
  2. Notes to Grandparents and/ or friends
  3. Thank you notes
  4. Grocery Lists

1. Support and encourage your child’s efforts. “You did it” will go a long way to creating a confident child.

Topping Kindergarten

School Supply List

Backpack full size, no wheels

2 Composition notebooks, wide rule

3 Folders, w/ pockets & prongs, assorted colors

2 24 pack of crayons

2 12 pack of # 2 pencils

1-8 pack of Markers – thick, washable classic colors

1. Pair of Scissors, 5”blunt

1 School box, plastic 8 X 5 X 2

1. Kleenex tissue boxes

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Classroom Donations Needed :

Mr. Sketch Markers

Sharpies

5 X 7.5 inch brown manila envelopes

Gallon size Ziplocks

Quart size Ziplocks

Large bag of skittles

Paper towels