

# **Documents for “First Grade” The Study of Teaching Videos**

**Sharon Van Horn, teacher**

This file contains a collection of one page documents used by the Sharon, the first grade teacher in the videos, to communicate with parents, organize, and manage the instructional process. Letters, forms, other documents, and specimens are included.

To access the documents individually, click on a title in the left column of your Acrobat Reader screen. To browse the documents, just use the arrow buttons at the top of your Acrobat Reader screen.

NOTE: Early versions of Acrobat Reader did not print well, consider installing a free upgrade by going to the Adobe web site.

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First Grade Teachers

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Fort Caroline Elementary School

School Phone 745-4904

**Please read and discuss with your child!**

Welcome to First Grade!

You have just successfully completed a journey in kindergarten. We are proud of you!

We are anxiously looking forward to seeing you next fall in first grade. You will continue an interesting journey towards learning more about the printed word, reading. We know your parents have probably taken you to the library. You may also have your own library card. If so, good for you! If not, this is the perfect time to get a library card. Reading and being read to will help you maintain and enrich your reading readiness skills. These skills will help you, as we read, write, and create our own classroom library.

In first grade you will have many math activities dealing with money, time, measurement, fractions, and number facts.

We will be taking field trips to explore our community and environment.

Draw some pictures about your summer experiences. Bring them with you this fall. We are excited about meeting you and learning together!

Yours Truly,

First Grade Teachers

# First Grade

## Fort Caroline Elementary School

Thursday is an important day if your child attends first grade at Fort Caroline Elementary School. For Thursday is the day when all of Fort Caroline's First Grade Teachers meet to share their best ideas for future lessons, units, and discuss how best to help each and every first grader. At Fort Caroline, your first grader has the help, encouragement, and benefits from the wisdom of all first grade teachers.

In addition to the Thursday First Grade Team Meeting, you and your child will benefit from:

- ...a weekly communication from the teacher
- ...the cooperative learning environment of all first grade classrooms
- ...a whole language experience that stresses the joy of reading
- ...hands-on math and calendar activities
- ...well chosen and significant field trips
- ...an abundance of creative writing activities
- ...parental involvement

If you want to get involved, and get your child involved in an exemplary First Grade Program like the one described above, contact the school, or call and arrange for a visit.

Yours,

**First Grade Team**

# First Grade Teachers

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Fort Caroline Elementary School    School Phone 745-4904

August

Dear Parents,

Every Thursday your child will bring home a Watch-Me Read book. You will see words in the book that have been underlined and/or circled. The underlined words are vocabulary words your child is learning that week. Circled words are the phonics focus for the week.

Thursday's homework is for your child to read this very short book to someone in the house and complete the last page at home together. The book must be read at least once, but may be read more often. The person(s) your child reads the book to needs to sign the back of the book. The book is to returned to school on Friday.

Thank you for helping your child with this important homework. Your help will make a big difference. Together we will watch your child experience the joy of reading.

Sharon Van Horn

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Fort Caroline Elementary School

Phone 745-4904 (School), Home . . . .

September 10

# F is for Family ! !

Dear Parent,

We are going to create a class alphabet book. Your child has been assigned the letter \_\_\_\_\_. This is a family project where together you decide what to draw for the letter and how to decorate the page. To decorate the page use scraps and odds and ends from home. The only guideline is that the picture you create must begin with the same sound as the assigned letter.

Please bring completed pictures Monday, September 16.

Yours,

Sharon Van Horn

# Open House Agenda

1. Introduction
2. Curriculum
3. Report Cards
4. Homework
5. Classroom Management
6. Schedule
7. Dining Room
8. Field Trips
9. Parties
10. Volunteers
11. Conferences

The Fort Caroline Family challenges our students to reach their potential through: teamwork, technology, talent, and trust.



October

Dear Parents,

In October your child's reading goal for the "Book-It" program was completed in the classroom.

In November your child will begin bringing supplemental reading books home. These books are meant to increase reading enjoyment and fluency. Please listen to your child read these books. If your child has difficulty with vocabulary, simply tell your child the words. Please make this a positive, not a frustrating, experience for you and your child. Some books may seem easy, but that increases your child's confidence and enjoyment.

When your child has completed a book, sign the note that will accompany it and return both the book and the note. Thank you!

Sincerely,

Ms. Van Horn



First Grade Teachers

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Fort Caroline Elementary School

School Phone 745-4904

January 12

Dear Parents,

First grade teachers are setting-up parent-teacher conferences in 15 minute increments on January 22. At these conferences we will discuss your child's academic progress.

Please indicate on the form below when you can come for a conference. If at all possible, please select a time during the school day. We need to reserve the hours from 3:30 on for those parents who absolutely cannot get off work during the day.

Please fill in the form below and return it by Thursday, January 15. We will send you a return note confirming your conference time. We look forward to talking with you.

Sincerely,

First Grade Teachers

-----  
Cut here ↗ and return the lower portion of this page with your child.

Please set-up a conference time between:

\_\_\_\_\_ 8:45 am to 11:30 am

\_\_\_\_\_ 3:30 pm to 8:00 pm

Child's Name \_\_\_\_\_ Parent's Name \_\_\_\_\_

First Grade Teachers

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Fort Caroline Elementary School

School Phone 745-4904

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Child's Name \_\_\_\_\_ Parent's Name \_\_\_\_\_

First Grade Teachers

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Fort Caroline Elementary School

School Phone 745-4904

January 15

Dear \_\_\_\_\_,

I have scheduled a conference with you on \_\_\_\_\_

at \_\_\_\_\_. Daytime conferences will be in the multipurpose room, after school and evening conferences in the classroom. I look forward to talking with you.

Sincerely,

Mrs. Sharon Van Horn

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Fort Caroline Elementary School

Dear Parents,

Your child has brought home the WRITER'S BRIEFCASE. The purpose of this briefcase is to encourage writing. The children will take turns bringing home this briefcase each night.

Your child may use any of the materials in the briefcase to write. Encourage your child to write about something they would like to share with the class tomorrow. Your child will be asked to share whatever she or he has written.

If your child asks you how to spell a word, help your child by saying the word over and over again, very slowly. You may need to say, "Listen to the sounds in your head." Accept whatever your child writes. Please do not correct, but allow your child to freely explore written language. I want writing to be a reflection of your child's work. I will praise and accept anything that is an original creation. There is no "right" or "wrong" because this is all a part of the process of creative writing.

It is very important that the briefcase be returned tomorrow so that the next child on the list can take the briefcase home. The materials in the briefcase are limited so I have instructed the children to write three or four pieces and to not use all the paper in the briefcase.

The children are also free to illustrate their stories and messages and I have encouraged them to do so.

I want to do everything I can to encourage your child to write!

Yours,

Mrs. Van Horn

First Grade Teachers

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Fort Caroline Elementary School

School Phone 745-4904

May

Dear Parents,

Next week we will start a unit on "Grandparents." As a part of this unit, we would like to have grandfathers and grandmothers visit our classrooms and read to the children. We have plenty of books for grandparents to read, we will loan books to any grandparent who wants to read one, and we will be flexible as to the time of the reading.

Please give this letter to your child's grandparents, and ask them to send in the form below or call one of us at school at 745-4904. Ms. Van Horn's voice mail is 169, Ms. Harris' voice mail is 139.

In addition, we are extending an **Invitation** to any grandparent who would like to eat lunch with us the week of May 20 to 24. Ms. Van Horn's lunchtime is from 11:10 to 11:40 and Ms. Harris's lunchtime is from 11:35 to 12:05.

Sincerely,

Ms. Van Horn

Ms. Harris

-----  
Please return this form if you can come to class and read a book to the children.

NAME \_\_\_\_\_ Phone No. \_\_\_\_\_

BEST TIME TO COME AND READ \_\_\_\_\_

CHECK ONE:

I HAVE A BOOK I WOULD LIKE TO READ.

TITLE: \_\_\_\_\_

I WILL READ A CLASSROOM BOOK TO THE CHILDREN

Sharon Van Horn

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Fort Caroline Elementary School

School Phone 745-4904

May . . .

Dear Parents,

It is already time for the end of the year party! We have planned several "centers" with craft activities as well as an "ice cream sundae center" where students will make their own sundaes. Our party is planned for Tuesday June 7th at 1:00.

In order to cover the cost of the crafts and ice cream sundaes, please send in \$2.00 in an envelope marked with your child's name by Thursday June 2nd.

If you are able to help with the party or any other events listed below, please sign, indicate which events, and return to Ms. Van Horn as soon as possible.

Thank you for all your help and support throughout the year. Have a wonderful summer!

Yours,

Mrs. Van Horn,  
Homeroom Mothers, and  
Party Chairperson

-----  
Name \_\_\_\_\_

\_\_\_\_\_ I would like to help with the end of the year party on Tuesday June 7.

\_\_\_\_\_ I would like to help with the 1st grade craft event on Friday June 3.

\_\_\_\_\_ I would like to help work in the clinic June 6,7, and 8.

**Scholarship Warning**  
**Fort Caroline Elementary School**

Date \_\_\_\_\_

To the Parent or Guardian of \_\_\_\_\_ Grade \_\_\_\_\_ Term \_\_\_\_\_

**At the present time your son or daughter is doing unsatisfactory work in:**

- \_\_\_\_\_ Communications
- \_\_\_\_\_ Mathematics
- \_\_\_\_\_ Social Growth and Development

**He or she is doing unsatisfactory work for the following reason(s):**

- \_\_\_\_\_ Low test grades
- \_\_\_\_\_ Careless and/or inaccurate work
- \_\_\_\_\_ Excessive absences and/or tardiness
- \_\_\_\_\_ Failure to turn in assigned homework
- \_\_\_\_\_ Failure to stay on task during school time
- \_\_\_\_\_ Excessive talking not related to class work
- \_\_\_\_\_ Failure to listen and follow directions
- \_\_\_\_\_ Failure to work well on his or her own
- \_\_\_\_\_ Failure to complete daily classroom assignments
- \_\_\_\_\_ Disruptive behavior that distracts other pupils
- \_\_\_\_\_ Failure to do his or her best
- \_\_\_\_\_ Other \_\_\_\_\_

Teacher Comments

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I am calling this to your attention because I know you are interested in your child's progress.** If you would like a conference, please contact the school for an appointment.

\_\_\_\_\_  
Teacher's signature

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Parent/Guardian signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Please sign and return this notice within three days indicating that you have been notified.**

# Leviathon

[Leviathon: a sea monster, anything huge--especially a whale]

By Glen Yarbrough

Once upon the land  
Before the hour of man  
Creatures ruled like men  
Left footprints in the sand  
Through the primal mud  
Warm with milk and blood  
Return once more, unto the shore, to the sea again.

The Humpbacks  
The Finback  
The Pilot whale too  
The Right and the Sperm and the Blue  
Sing me a song that I someday may sing it with you

Leviathon, king of the sea  
Sing me a song and when I sing a long  
You may share all your mysteries with me.

As creatures swim and crawl  
Our kingdoms rise and fall  
We show our worth  
As kings of earth  
By how we treat them all.

From Crocodile and Crane  
To hunters on the plain  
Return once more  
Unto the shore  
To the sea again

Leviathon, king of the sea  
Sing me a song and when I sing along  
You may share all your mysteries with me.

'Leviathon,' Song and Lyrics by Glen Yarbrough, from the CD, I Could Have Been A Sailor. Copyright Glen Yarbrough, 1991.

Jumping, jumping,

1 2 3

one, two, three.

Jumping, jumping,

look at me.

Jumping, jumping,

4 5 6

four, five, six.

Jumping, jumping,

pick up sticks.

Jumping, jumping,

7 8 9

seven, eight, nine.

Jumping, jumping,

all the time!

# Mrs. Van Horn 1st Grade

Lance  
Keith  
Rebekka  
Shane  
Alyssa  
Peter  
William  
Kaycee  
Shanika  
Eric  
Stacey  
Nick  
Michael H.  
Shernice  
Samantha  
Jason  
Nicholas  
Michael M.  
Angel  
Alyssa  
David  
Lindley  
Kayla  
Daisha  
Keri  
Meagan  
Cori  
Michael T.  
Colby





Sharon Van Horn

School: 745-4904, Ext. 160 (Info.), Ext. 169 (Voice)

Home:

# Let's see a good checksheet!



Name \_\_\_\_\_

Week \_\_\_\_\_

Comments \_\_\_\_\_

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= Last week's checksheet not received

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= needs help with task

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## Social Growth & Development



	Mon.	Tues.	Wed.	Thurs.	Fri.
Follows class rules					
Follows school rules					
Uses acceptable work habits					
Takes care of personal and school property					
Works well in cooperative groups					
Listens & follows directions					

---

**0-1 = Excellent,    2-3 = Satisfactory,    4 or more = Unsatisfactory**

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\_\_\_ Dining Room

\_\_\_ Art

\_\_\_ Computer

\_\_\_ Library

\_\_\_ Music

\_\_\_ Physical Ed.

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**Parent Signature** \_\_\_\_\_

## Friendlies

Adapted by

Ms. Van Horn's Class

NOTE: printed as a "big book" with each question on a separate page. The children then illustrate the book.

Where do friendlies sleep?

Friendlies sleep  
in king size beds.

Friendlies sleep  
in king size beds.

Friendlies sleep  
in king size beds.

That's where friendlies sleep.

-----

Where do friendlies wash?

Friendlies wash  
in shiney bathtubs.

Friendlies wash  
in shiney bathtubs.

Friendlies wash  
in shiney bathtubs.

That's where friendlies wash.

-----

What do friendlies drink?

Friendlies drink

cool skim milk.

Friendlies drink  
cool skim milk.

Friendlies drink  
cool skim milk.

That's what friendlies drink.

-----

What do friendlies eat?

Friendlies eat  
green leafy spinich.

Friendlies eat  
green leafy spinich.

Friendlies eat  
green leafy spinich.

That's what friendlies eat.

-----

What do friendlies drive?

Friendlies drive  
shiny new limousines.

Friendlies drive  
shiny new limousines.

Friendlies drive  
shiny new limousines.

That's what friendlies drive.

-----

What do friendlies do?

Friendlies do  
sharing things.

Friendlies do  
sharing things.

Friendlies do  
sharing things.

That's what friendlies do.

-----

Who wants to be a friendly?

Who wants to be a friendly?

Who wants to be a friendly?

-----

I do!

## **Spider Facts**

by

Ms. Van Horn's Class

NOTE: printed as a "big book" with each fact on a separate page. The children then illustrate the book.

The water spider spins a web in the shape of a bell.

Black widow spiders live in dark places.

The water spider walks on water.

Not all spiders make webs.

The trap door spider lives underground.

Spiders have eight legs.

Spiders have bristles on their legs.

Some spiders have eight eyes.

The black widow female spider's bite is dangerous.

Some spiders have spinnerets.

Spiders have two body parts.

Spiders have six joints in their legs.

Black widows have red on them.

Some spiders are poisonous.

Spiders lay eggs.

Spiders use fangs to hold their food.

Spiders suck the juice from insects.

Banana spiders make big webs.

Being afraid of spiders is called arachnophobia.

Spiders are different colors.

Spiders legs will grow back.

Spiders and insects are different.

Spiders are useful, they eat bugs