

# WELCOME

# BACK TO SCHOOL



4<sup>th</sup> Grade  
Ms. Lukasik  
2024-2025

**While you wait, feel  
free to write a sweet  
note for your child  
on the sticky note  
provided!**

Principal:  
Ms. Graham  
Assistant Principal:  
Mrs. Castillo

# About Me



This is my sixth year teaching at Litel. I graduated with my bachelor's degree and master's degree from the NEAG School of Education at UConn.

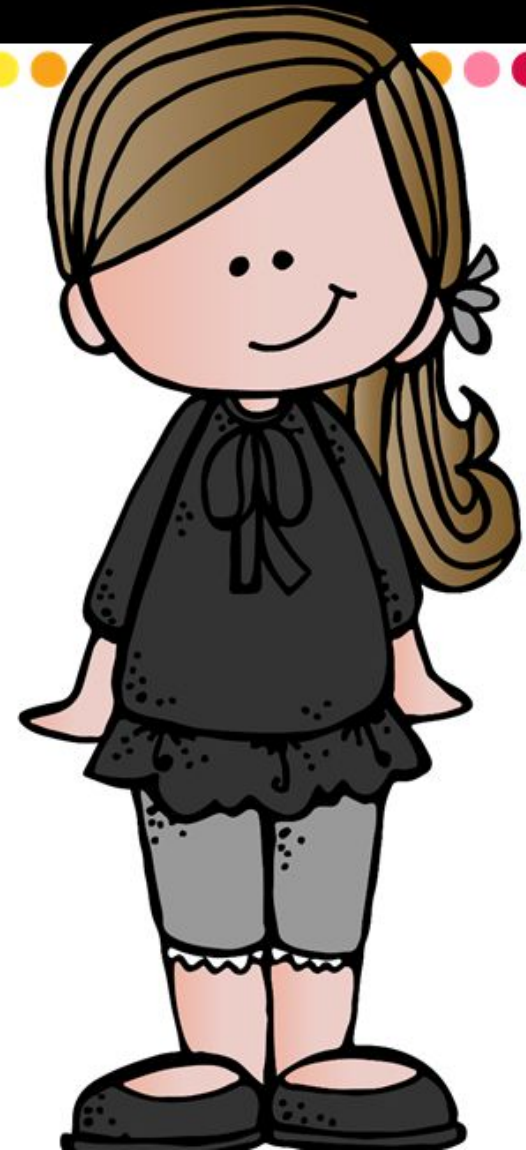
I utilize a lot of collaboration, problem solving, and positive mindset into my daily teaching. I ensure that students feel safe and happy in our classroom and do my best to help each student achieve their own personal growth.

## **Contact Information:**

lauren\_lukasik@chino.k12.ca.us

Room D16

<https://www.chino.k12.ca.us/Domain/5571>



# Communication



**Email:** [lauren\\_lukasik@chino.k12.ca.us](mailto:lauren_lukasik@chino.k12.ca.us)

*I try my best to respond to emails within 24 hours  
Monday-Friday*

**Class Dojo:** I post information on the stories and can privately message you. Message me here with any questions or comments! Turning on notifications will help ensure you receive updates. Please check as often as possible.

**Litel Phone Number:** 909-591-1336: you can ask to be transferred to my room phone

**Aeries Parent Square:** Send direct messages and receive Litel & CVUSD messages

**Principal's Newsletter:** Look out for one each weekend with important school announcements and updates!



# Gerald F. Litel Website

<https://www.chino.k12.ca.us/Litel>

Check frequently for important school updates, upcoming events, and important information



# Lite! PBIS

**R - Responsible**

**O - Optimistic**

**A - Accountable**

**R - Respectful**







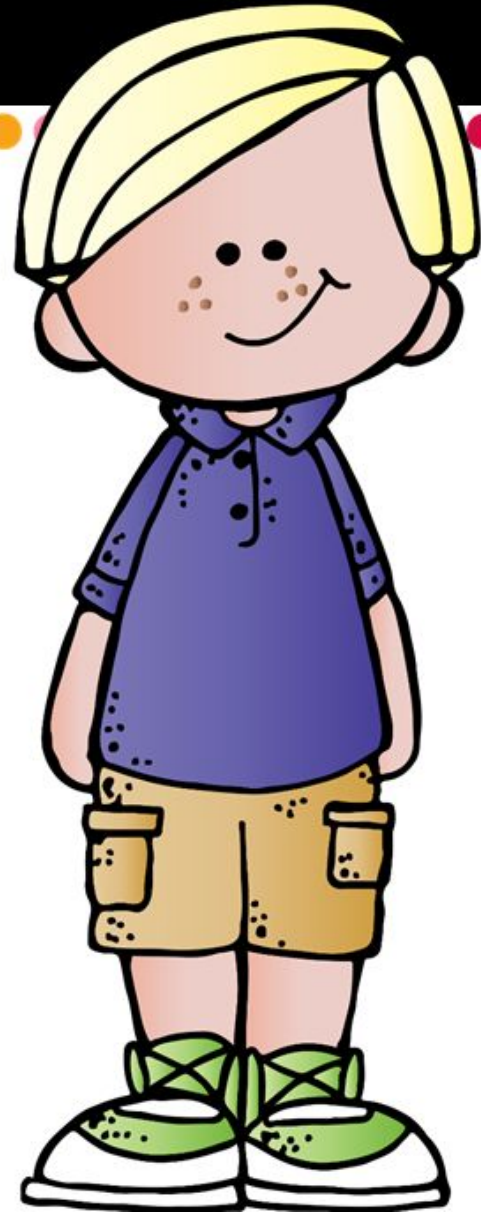
# Litel Lions **ROAR** with Pride in the Classroom



Expectations Routines	Be	Be	Be	Be
	<b>Responsible</b>	<b>Optimistic</b>	<b>Accountable</b>	<b>Respectful</b>
Entering & Exiting the Classroom	<ul style="list-style-type: none"> <li>Be on time</li> <li>Go to your seat and wait for directions</li> <li>Keep your desk organized and clean</li> <li>Write HW in agenda before leaving</li> </ul>	<ul style="list-style-type: none"> <li>Be ready to learn</li> <li>Have a positive attitude</li> </ul>	<ul style="list-style-type: none"> <li>Remove items from your backpack and hang it up in the morning</li> <li>Unpack and pack all necessary materials</li> </ul>	<ul style="list-style-type: none"> <li>Come into the classroom quietly</li> <li>Remove hats and hoods</li> </ul>
During Instruction	<ul style="list-style-type: none"> <li>Copy and take detailed notes</li> <li>Actively participate</li> </ul>	<ul style="list-style-type: none"> <li>Ask questions when you don't understand</li> <li>Persevere</li> </ul>	<ul style="list-style-type: none"> <li>Remain in your seat</li> <li>Be an attentive listener</li> </ul>	<ul style="list-style-type: none"> <li>Eyes and ears are on the speaker</li> <li>Raise your hand</li> </ul>
During Collaboration	<ul style="list-style-type: none"> <li>Contribute to the group's work</li> <li>Actively participate</li> </ul>	<ul style="list-style-type: none"> <li>Be open to everyone's ideas</li> <li>Share your ideas</li> <li>Ask for help if needed</li> </ul>	<ul style="list-style-type: none"> <li>Complete the entire task</li> <li>Stay on task</li> </ul>	<ul style="list-style-type: none"> <li>Communicate respectfully</li> <li>Be polite and kind to others</li> </ul>
Working Independently	<ul style="list-style-type: none"> <li>Read and follow directions carefully</li> <li>Complete assigned work</li> </ul>	<ul style="list-style-type: none"> <li>Ask questions when you don't understand</li> <li>Persevere</li> </ul>	<ul style="list-style-type: none"> <li>Show your work</li> <li>Turn in your work</li> <li>Remain focused on assigned work</li> </ul>	<ul style="list-style-type: none"> <li>Work quietly</li> <li>Stay in your seat</li> </ul>
Chromebooks & Devices	<ul style="list-style-type: none"> <li>Clear desk when using device</li> <li>Leave water bottles on the floor</li> <li>Plug in correctly</li> </ul>	<ul style="list-style-type: none"> <li>Be patient when device is loading</li> </ul>	<ul style="list-style-type: none"> <li>Leave background settings alone</li> <li>Stay on teacher assigned websites</li> </ul>	<ul style="list-style-type: none"> <li>Carry device with 2 hands</li> <li>Be gentle when typing</li> </ul>
Room Culture	<ul style="list-style-type: none"> <li>Help others when needed</li> </ul>	<ul style="list-style-type: none"> <li>Show empathy</li> <li>Have a positive mindset</li> </ul>	<ul style="list-style-type: none"> <li>Take ownership of your learning</li> <li>Keep the classroom clean and organized</li> </ul>	<ul style="list-style-type: none"> <li>Be kind to everyone</li> <li>Use appropriate language</li> </ul>

# Class Management

- ❑ Individual PBIS points/ leader of the pride tickets (school wide)
- ❑ Whole class fuzzy jar
- ❑ Table points
- ❑ Weekly behavior goals for “Fun Friday”
- ❑ Verbal recognition and reminders
- ❑ Parent contact and office visit when expectations are consistently not being followed



# Homework

Homework is assigned Monday-Thursday

I go over homework at the end of each day with students and we fill out our agendas together.

**Students are responsible for writing down their homework in their agenda, getting it signed each night,** and returning it to school the next day.

Students will be notified of upcoming quizzes and tests and are encouraged to study.

If your child is struggling with homework and has been working on it for 30 minutes, please draw a line where they left off and sign.





# Homework

Math homework is assigned most nights to reinforce the concepts learned in class that day.  
*(Typically not assigned on test days)*

A minimum of 20 minutes of reading is assigned each night. 2 passing AR quizzes are due at the end of each month to ensure that students are keeping up with their reading.

Students are expected to read a variety of books (**both fiction and informational**) around their AR level.

A passing AR quiz score is 70% or higher.

Students are given time in class to take AR quizzes!



# Curriculum

- Daily assignments will be assigned and submitted in person, through Google Classroom, ConnectED Wonders (ELA), Savvas EnVision (Math), and Twig (Science). **Students and parents can access all of these at home using ClassLink.**
- Students are expected to complete each task in entirety, take their time, and put in their best effort.
- All work must be completed and submitted by the due date. Students are expected to communicate with the teacher if there is any issue.
- All work must be the student's own. Academic dishonesty (cheating, copying, etc.) will result in consequences consistent with district guidelines.



# Attendance

- Please ensure your child is feeling well each day to avoid spreading illness at school.
- Board Policy requires a **parent verification of each absence within 5 school days** of the student's return to school. On the sixth day, the absence becomes unverified and cannot be changed. State law requires that each absence be cleared.
- Please **contact the office** at (909) 591-1336 to report absences. **Contacting the teacher about an absence is not the same as clearing the absence with the office.**
- Students will be given a few days to make up work (depending on how long they were absent for)



# CVUSD Grading



**4 - Excelling:** Students at the Excelling level of performance are **consistently performing at grade level**, can demonstrate independence, and can **extend** the grade level standards, when applicable, expected at this point of the school year. **(90-100%)**

**3 - Achieving:** Students at the Achieving level of performance demonstrate an **adequate understanding** of and ability to apply skills needed to meet grade level standards at this point of the school year. **(70-89%)**

**2 - Progressing:** Students at the Progressing level of performance are **partially meeting** the grade level standards expected at this point of the school year. **(60-69%)**

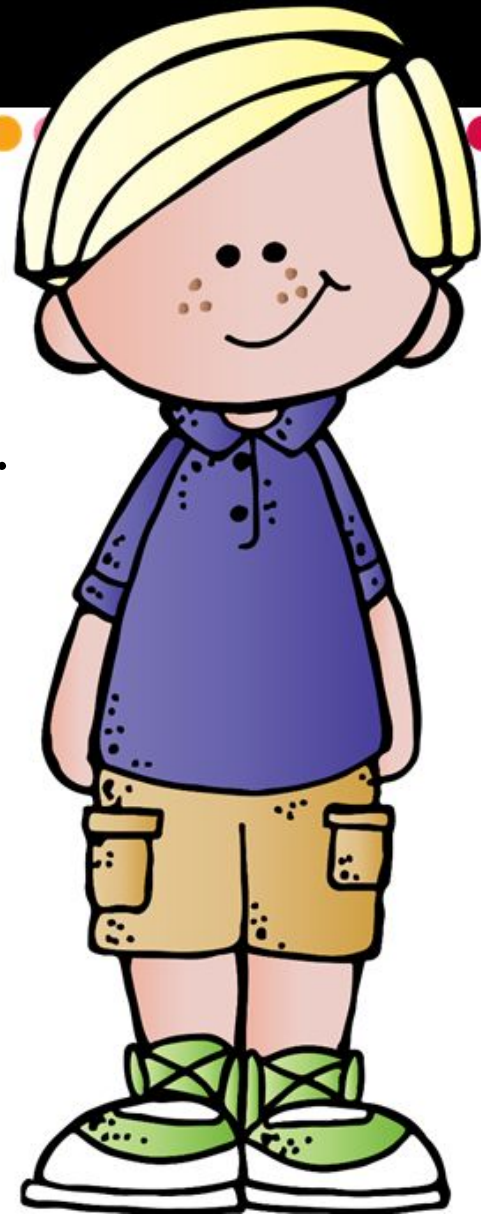
**1 - Beginning/Standard Not Met:** Students at the Beginning/Standard Not Met level are **not yet meeting** grade level standards expected at this point of the school year. **(0-59%)**





# Grades

- ❑ Assessments will be taken on paper and on the computer.
- ❑ Paper tests will be sent home. Digital tests can be found on Google Classroom.
- ❑ Please use **Aeries gradebook** to find final grades (1,2,3,4) for each assessment in all subject areas.
- ❑ Grades are posted within a week of the given assessment.
- ❑ Students are also graded on their work habits, responsibility and integrity, and 21st century skills





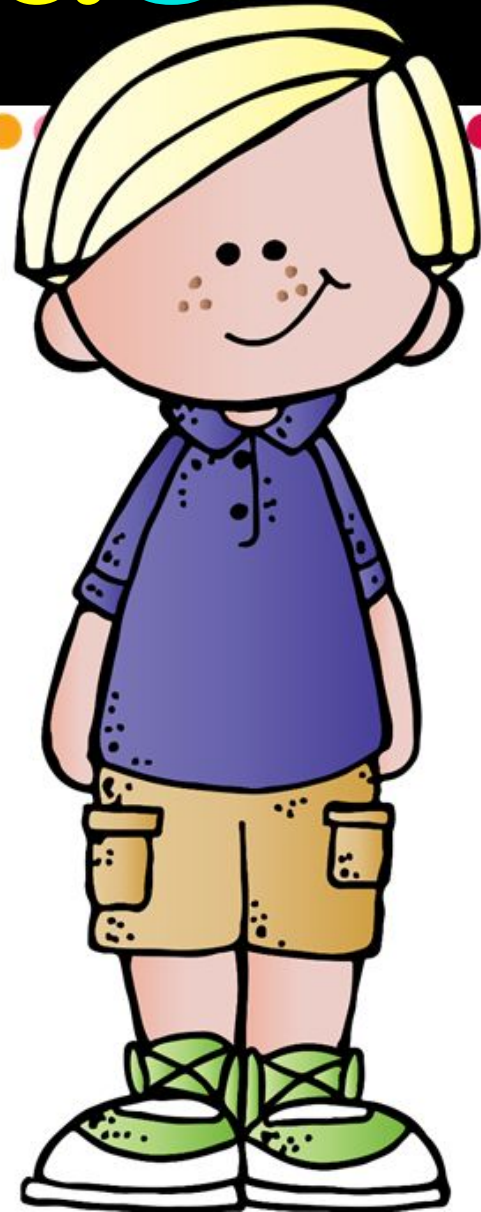
# Report Cards

The school year is divided into trimesters.

Students will receive an official report card at the end of each.

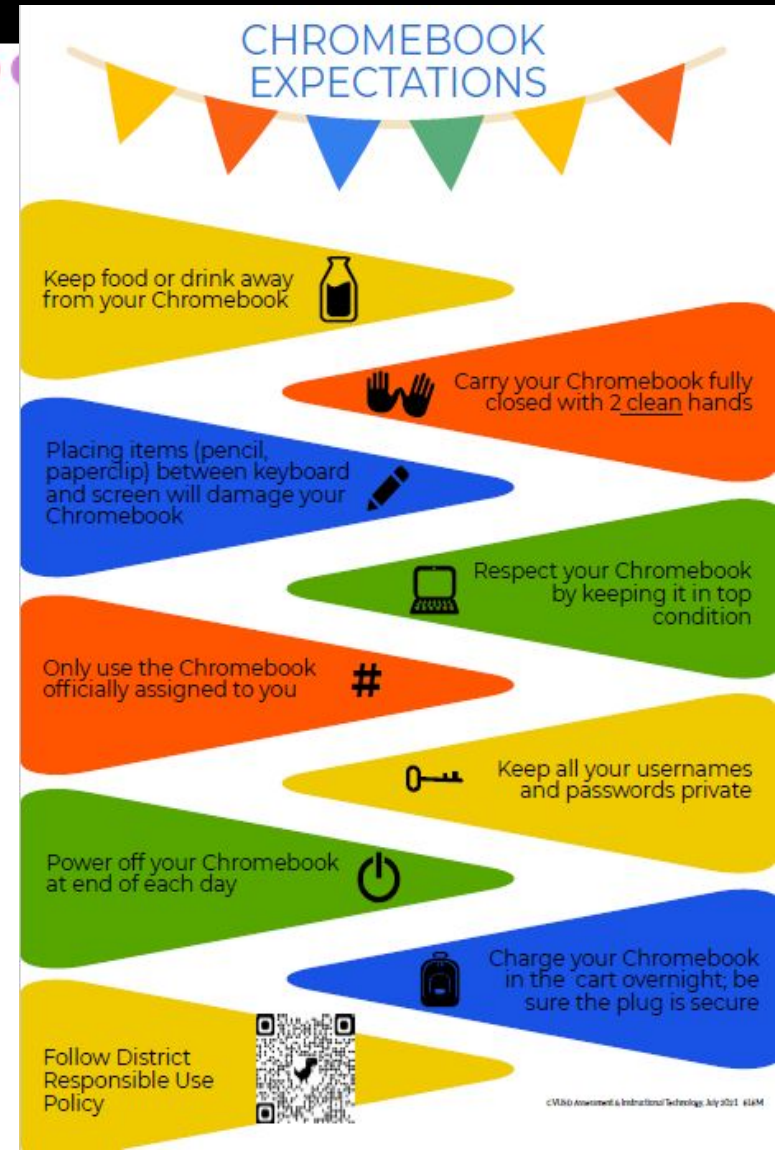
Students will also receive a 6-week progress report during the first trimester. You should expect this progress report after the sixth or seventh week of school.

If you do not receive one of these reports, please contact the office.



# Chromebooks

- Each student has a Chromebook checked out to them for classroom use. They are responsible for keeping it in good condition and using it properly.
- 4th graders can take Chromebooks home. The charger should stay home all year.
- Personal headphones should be sent and kept in school in a labeled bag for use in the classroom.





# DEVICE PROTECTION PLAN

*Protect your device!*

The District Plan covers accidental damage to student Chromebooks or Windows laptops and is designed to limit a CVUSD family's financial liability for any damages as described below.

## COVERAGE

**Accidental Damage:** Pays for accidental damage caused by liquid spills, drops, or any other unintentional event.

**Theft:** Pays for loss due to theft; the claim requires a filed police report.

**Fire:** Pays for damage due to fire; the claim requires a filed police report.

**Device will be repaired or replaced:** At the discretion of the Chino Valley Unified School District, the student's device will be repaired or replaced.

## PROGRAM FEE/COVERAGE OPTIONS OFFERED/PAYMENTS

### Device Protection Plan:

- Non-refundable fee: \$40 for the current school year.
- Coverage: Repair/Replacement of school issued device throughout the current school year. Coverage is per student.

### Per Incident Fee:

- \$50 fee per incident. Paid at each incident.
- Coverage: Repair/Replacement of school issued device for each incident.

### Payments:

- Payments can be submitted by cash or check at your student's school site or electronically by visiting [www.myschoolbucks.com](http://www.myschoolbucks.com).

## EFFECTIVE COVERAGE/EXPIRATION DATES

**Effective Date:** Based on the receipt of payment and the completed Device Protection Plan agreement. The process must be initiated at the beginning of the current school year or during the enrollment period of July 1, 2024, through August 31, 2024. It cannot be applied retroactively.

**Expiration Date:** Last day of applicable school year.

**Reporting:** Student must report issues to the designated staff member in a timely manner.



## EXCLUSIONS

**Intentional Damage:** The student will be responsible for the full amount of the repair/replacement for intentional acts to the student's device or the device of any other student. This includes throwing, kicking, or other purposeful acts.

**Cosmetic:** CVUSD will not replace a device for purely cosmetic issues that do not affect the functionality of the device.

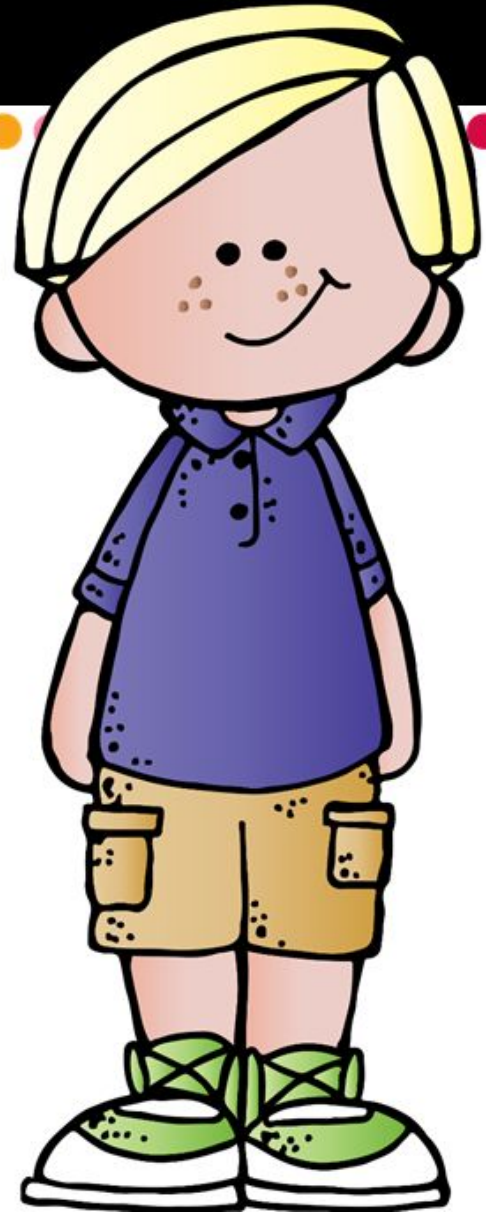
**Misuse:** "Jailbreaking" or otherwise voiding the warranty by altering the device.

QUESTIONS? PLEASE CONTACT THE TECHNOLOGY DEPT.: (909) 628-1202 X1350

# Supplies

Students are expected to have all necessary supplies each day. Please check my Litel website to find our supply list!

To organize materials by subject, we encourage students to have **5 folders and 5 notebooks.**





# Birthdays

Birthdays are an exciting time and students will always be recognized on their special day! However, Litel asks that balloons, flowers, gifts, etc. are not delivered to your child as it affects instructional time and distracts the class.

If you would like to bring goodie bags to celebrate your child's birthday, they will be passed out to take home at the **end of the school day**. We cannot accept cupcakes, donuts, cake, pizza, etc. or have parties.

Please do not have your child pass out party invitations during school hours as this can hurt feelings. For your convenience, you may use the school directory to obtain contact information for party invitations.





# Class Parties

- ★ Fall Party
- ★ Winter Party
- ★ Friendship Party
- ★ End of Year

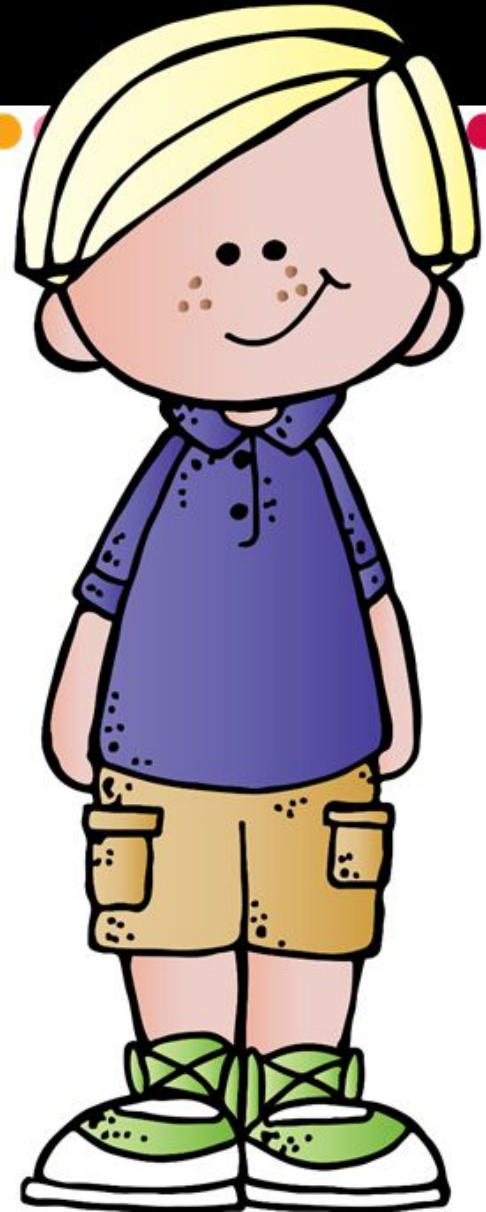
Parents will be informed of upcoming parties along with a Sign Up sheet for volunteers, any prep work, and item donations! Your help is appreciated!



# GATE

GATE students will have math and ELA extension activities as needed.

In addition, there will be a GATE project almost every month that all GATE students are expected to complete. However, all students in the class may complete if they'd like.



# PTA & School Spirit



Please consider joining PTA this year! You can purchase your membership and spirit wear on the Litel PTA [website](http://litelpta.com) : [litelpta.com](http://litelpta.com)

**MONDAYS are college wear!**

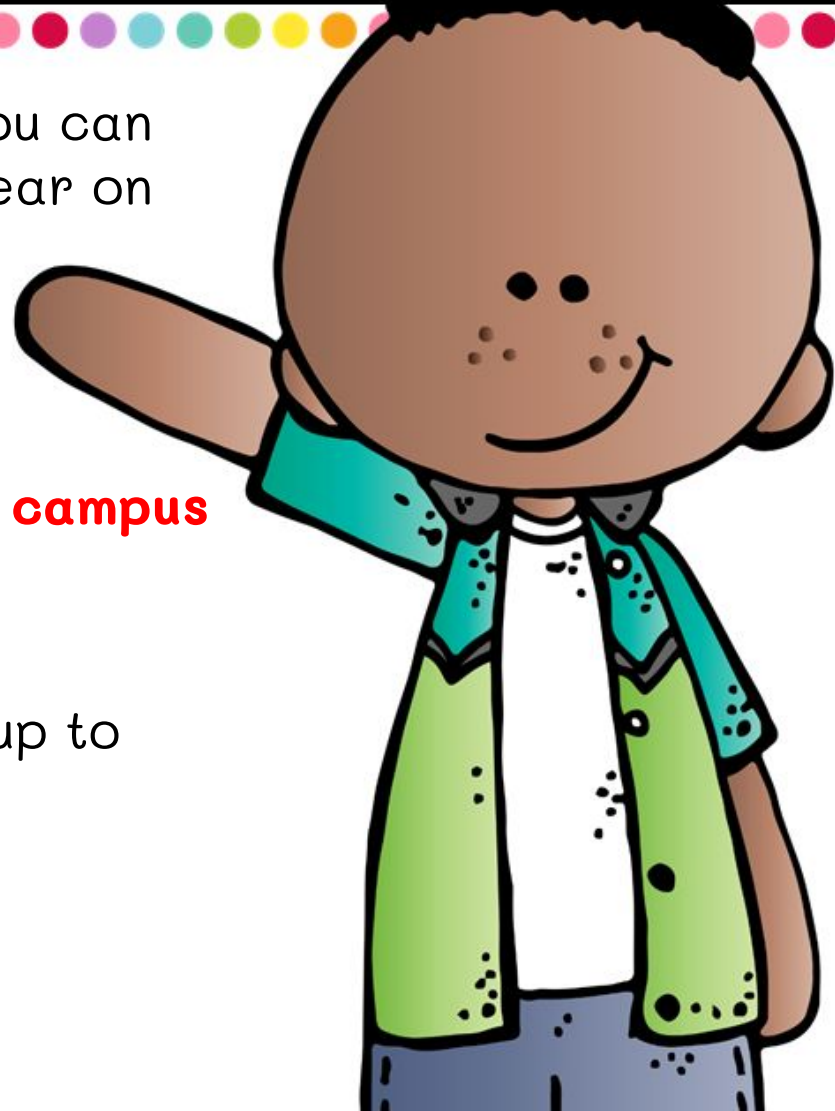
**FRIDAYS are Litel spirit day!**

**Recycling day occurs once a month on campus**

**Facebook:** (Gerald F Litel-PTA) \*keep up to date with important information

**Website:** ([litelpta.com](http://litelpta.com)) \*sign up for newsletters and order spirit wear

**Email:** [litelpta@gmail.com](mailto:litelpta@gmail.com)



# Conferences

Parent-Teacher conference week is

**September 23rd-September 27th.**

Students will be on a minimum day  
schedule all week dismissing at **11:20 AM.**

There's a **signup sheet** in the back of the  
room. Please choose one time slot before  
leaving!





THANK  
YOU!

The image features the words "THANK YOU!" in large, three-dimensional, golden foil balloons. The balloons are arranged in two rows: "THANK" on top and "YOU!" below it. The "!" is represented by a small balloon with a vertical line for the dot. The balloons have a shiny, metallic texture with visible highlights and shadows. They are set against a solid, vibrant pink background. Scattered throughout the background are numerous small, circular, golden confetti pieces, some of which are slightly out of focus, creating a festive and celebratory atmosphere. The overall composition is centered and balanced.