# Mrs. Dugger's 5th grade Handbook

2026-2027

# Welcome to 5th Grade

I am looking forward to my first year at WOCS and as your 5th/6th grade teacher. This handbook will be your guide this year. It includes all the information you need to know for each subject as well as classroom procedures and rules. It is great tool to reference if you have any questions about 5th grade or 6th grade. I am looking forward to getting to know each student and hope to help them grow not only academically but spiritually as well. If you have any questions or concerns, please do not hesitate to contact me, in person, by appointment, by email, or by phone through the school. I will get back to you as soon as possible. My office hours are listed in this handbook as well as my email. Please read through this handbook and let me know if you have any questions or concerns regarding our classroom procedures or policies. I am so blessed and thankful for the opportunity to teach each of your children this year and praying that we will have a great year together.

Mrs. Tammy Dugger

In the 5th grade and 6th grade students will rotate between Mrs. Funk (6th grade) and myself (5th grade). If you have any questions or concerns about what is going on in 5th grade please contact me. I will be glad to answer any questions you might have.

We will also be using the "Group Me App" during the year to contact you also. We will post pictures and updates of what we are doing throughout the year.

Mrs. Dugger's email: tdugger@wocs.org

## *Polices and Procedures*

**Discipline/Classroom Management:** There will be a clipboard with each students name on it. If a student breaks a rule, they will receive a check by their name, the more checks they get throught the day, the more severe the consequences will become. If they go the whole day without a check, then they will each a punch. After they receive ten punches the will earn a pass.

*Please note that students will be in Mrs. Funk's classroom also. The clipboard will be passed back and forth to each room. The students will be expected to abide by the same rules and follow her instructions as well.*

- **Planners:** Everything that we assign in class is to be written in this book as we assign it. I require that these get signed by a parent each night. That way I know that you know what your child is learning. Please sign the book in the box with the date for the day. They will get a bonus point each day that they get it signed, and I will try to check them daily.
- **Homework:** We will try to not regularly assign homework (outside of studying for quizzes, tests, and reports). They still occasionally will have some. Most of the homework the students will have will be whatever they have not finished in class. Any work turned in late will receive a 10% off late deduction each day it is late.
- **Absent Work:** If your child is absent, the will be expected to make up any work or tests that they missed for they days the are gone. They will have one day per each day they were absent to finish any work they have missed. If they miss any scheduled tests and were present in class to have all the materials necessary to study for the test, they will be expected to take the missed test on the day they return. If they return on a spelling test day, they will be expected to have their spelling completed and be prepared for the test that week.
- **Required Reading:** Students will be required to read a certain number of pages each month from the month of August through the month of April. Required reading is for a grade. Students will have the opportunity to receive rewards each month for completing the required reading.
    - Fifth grade - 400 pages per month
    - Sixth grade - 450 pages per month
    - They myst read books they have not read before each month
    - They may listen to an audio book for 100 pages of their reading each month
    - No graphic novels
    - A log will be required to be filled out each month and a parent sign the log for any reading done at home.

- **Classroom Library:** I have a small library in my classroom. The students are welcome to check out one book at a time from it. I will keep a list of every book that has been checked out and when it is returned. If a book is not returned at the end of the year, you will be billed through FACTS to replace the book.
- **Test and Quizzes:** All test and quizzes will be announced in class ahead of time and will also be included in the weekly newsletter sent home each Tuesday.
- **Redos:** Students may redo any assignment with a grade below 70%. However, they will only receive 50% credit for the corrected questions. Any redos will be sent home with the stack of graded papers in the Tuesday folder each week. These papers will be due back on Friday.
- **Class Mission:** At this time, we will be able to go to the VA for BINGO like we have in years past. I will send home more information and a driving sign-up sheet.
- **Class Parties:** We will have three holiday parties. You are welcome to attend the party/parties that you sign up for to help with at open house. These parties are:
    - Christmas Party - December 18, 2026
    - God's Love Party - February 12, 2027
    - Resurrection Party - March 25, 2027
- **Birthday Parties:** We will celebrate every child's birthday with a birthday blessing in chapel. If their birthday is on a school day , we will plan to celebrate it on that day. If it is a summer birthday, I will pick another day during the year to celebrate it. You are more than welcome to come to school and bring treats for the class, but no gifts please. You can send the treats with your child, which is fine also, we will make time to celebrate in class or during lunch.

- **Class Descriptions:**
  - **Spelling 5th Grade (Mrs. Dugger) -** Spelling days will be each Wednesday. We will have a test over all the words. The spelling workbook pages will be due on Wednesday before the test. The student will also be required to write each spelling word three times, once in print and twice in cursive. Then use the spelling work in a sentence written in cursive. The student will also receive a cursive package each week on Wednesday that will need to be completed and returned by the next Wednesday. Once we have wrapped up each lesson with a test then the next lesson will be assigned.
  - **Language 5th and 6th (Mrs. Dugger):** Students will complete daily language assignments. There will be quizzes within the unit and a test at the end of each unit. We will also complete several writing projects during the year. A rubric and instructions will be provided for each project when the project is assigned.
  - **Reading 5th Grade (Mrs. Dugger):** Student will complete one book study every nine weeks. This will include daily assignments relating to the book they are currently reading. We will also occasionally complete additional reading assignments from their reading curriculum as well. We will have a reading comprehension test every few weeks. The required reading that has already been covered will be a part of the students reading grade.
  - **History 5th and 6th (Mrs. Dugger):** Students will have quizzes throughout the chapters and a test at the end of each chapter. They will be announced in class ahead of time. There will also be a few projects throughout the year. A rubric and instructions will be provided for each project when it is assigned.

- **Bible 5th Grade (Mrs. Dugger) -**Students will be tested over a memory verse each week. They will have a unit test every two weeks. They may occasionally have some homework pages as well. Memory Verses can be found on www.deeprootsbible.com.
- **Science 5th and 6th (Mrs. Funk):** Students will complete a few hands-on projects throughout the year. I will send home more details when the time comes for each project. Two or three quizzes will be given throughout each chapter, and tests will be given at the end of each chapter. There will be a study guide assigned prior to each Test that will need to be completed on notebook paper.
- **Math 5th and 6th (Mrs. Funk):** There will be a math assignment daily. I will do my best to give them enough time to finish in class, but if they do not finish, it will be homework. There will be a test or quiz each week in math. Students will be allowed to correct all math tests for half credit regardless of the grade. The tests will come home in the Tuesday folder and any corrections must be turned back in on Friday.

- **Field Trips:** We will be taking two field trips this year. One will be to Star Base in late April and it will be a everyday, go and return, week-long trip. The other trip will be decided upon at a later date and more information on both of these will be given to you as we get closer to the dates.
- **Cell Phone Policy:** If a student has a cell phone, it is to be turned off during the school day. If they are caught using them during the school day, the phone will be taken and will be returned to the parent. If a student has a smart watch it can only be used for telling time. It will be taken away if a student is caught playing games or sending/receiving messages. They are allowed to have their phones on field trips to take pictures only. If this privilege is abused, it will be taken away by the teacher per the cell phone policy in the school handbook.

**All of the above rules and consequences are subject to change at the teacher's discretion, however if something does change, I will let you know in a note. Thank you for your support.**

If you have made it this far, congratulations! I know it is a lot of information, but it is all important to helping our classroom run smoothly. Thank you for taking the time to read through everything. At the bottom of the page please sign, remove and send back with your child to me by Thursday, and they will receive a treat!

Remove and Return

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# Mrs. Dugger 5th grade

Sign_____Date_____