



Dear Parents,

Welcome to fourth grade! Please use the following information as a reference throughout the school year. We are looking forward to having your child in our class and working with all of you to make this fourth-grade year a successful one. This year's fourth-grade team consists of four teachers. There are three homeroom classes; Mrs. Metzbower, Mrs. Macchia and Mrs. Boyle.

### Schedule:

8:30-8:45-Arrival

8:50-9:05-Morning Meeting

9:10- 10:30 Rotation 1

10:35-11:55 -Rotation 2

12:00-12:20-Recess

12:25-12:55-Lunch

1:00-1:35-Rotation 3

1:40-2:30- Special Area Class

2:35 -3:20- Rotation 3 Continued

3:30-Dismissal

**Absences:** Teachers will be taking attendance daily in each subject. Students will need to make up for the work missed. They have the same number of days to make up the work as when they were absent. So, if they miss two days, they have two days to complete and turn in the work.

**Planner:** Your child will be given a planner. It is up to the child to be responsible for assignments.

**Grading:** A letter grading system (A, B, C, D, E) is first used in fourth grade. Please review grades in Schoology weekly. Mrs. Boyle and Mrs. Macchia share the Schoology Language Arts grade book. Writing and writing conventions grades are from Mrs. Boyle's class, while the comprehension/vocabulary, foundations, and speaking and listening grades are from Mrs. Macchia.

**Redos:** The students will have opportunities to redo assignments. If a student wishes to redo an assignment, they fill out a redo form and turn it in with the original work. The teacher will then provide the opportunity to redo the work during our morning meeting.

- A student in grades 3-5 may only redo an assignment below 79%.
- A student may not redo the same assignment more than two times.
- A student will be able to redo three assignments per subject/per term.
- A redo must be completed within two weeks of the child receiving their grade. Redos should be initiated and completed by the student in order to promote independence.
- Unit assessments and math checkpoints are not eligible for redos.

**Supplies:** Restock pencil cases regularly. Supplies needed are dry erase markers, sharpened pencils, post-its, highlighters, colored pencils/crayons, scissors, and gluesticks. Binders will need to be restocked with filler paper. An independent reading book is needed daily for reading class.

**Devices:** Devices need to be charged at home daily. They must be free of any decals, stickers or writing. Backgrounds, mouse icons, personalized settings, etc. must not be changed. Headphones/earbuds are needed daily.

**Mrs. Metzbower:** This is my 29th year teaching and my 7th year at Carroll Manor. Throughout my career at BCPS, I have taught departmentalized math in third, fourth and fifth grades. I live in Hunt Valley with my husband, my son, who will be attending the University of Maryland as a freshman this year and my two dogs. I enjoy an active lifestyle, dinners out with my family and walking my rescued Rat Terriers, Luna and Kobe. I will be teaching your child math and number corner this year. Students will be using a math journal & binder during the entire year. This journal will help your child keep math notes and resource papers in one location. This notebook, binder, and classwork can be used to help your child prepare for upcoming unit assessments. We will be using the Bridges math curriculum again this year for both 4th-grade math and 4th-grade advanced math. Bridges Home Connections books will be sent home and kept at home during the school year. Students will be assigned weekly homework on Friday that must be returned the following Friday.

**Mrs. Boyle:** I've been teaching third and fourth grades at Carroll Manor for 31 years and look forward to my 33rd year of teaching in BCPS. I live in Stewartstown, PA with my husband, two daughters, who are currently attending Penn State, two dogs, and a cat. I enjoy traveling, paper crafting, rooting for the Steelers, and reading.

I will be teaching your child writing and content. The HMH Into Reading and Writing Workshop from Houghton Mifflin Harcourt is our new writing curriculum. The focus is on the writing process and the use of mentor texts, emphasizing student ownership of their own writing. Grammar will be taught during the revising and editing steps of the writing process. Content will consist of a rotation of science, social studies and health units that will be taught during the 80-minute rotation.

**Mrs. Macchia:** This is my 29th year teaching and my 5th year at Carroll Manor. I've taught in New York, Philadelphia, San Francisco, Park City, Utah, and now, BCPS. I live in Phoenix with my two children who are in high school this year and my husband and puppy dog, Apollo. Our family enjoys traveling, watching and playing sports, making meals together, and

spending time with family, friends, and pets. I will be teaching your child reading and word study this year. Fourth grade is an exhilarating year for readers. Through our new curriculum, Houghton Mifflin Harcourt, we continue to learn to read, we are also now reading to learn. Our books become more complex, rich, and deep, allowing for collaboration, discussion, critical thinking, and interpretation. Students will engage with books and other written material through shared reading in a whole group, small group guided reading lessons as well as meaningful independent work. We will be working hard to respond to what we have read by writing. Students will receive a weekly homework assignment on Fridays that must be returned the following Friday.

**Handle with Care:** If your family is experiencing difficulty at home, we would like to provide additional support at school. We understand that you are not always able to share details and that's okay. If your child is coming to school after a difficult night, morning, or weekend, please email us, "Handle with Care." Nothing else will be said or asked. This will let us know that your child may need extra time, patience, or help during the day.

**Communication:** We will help your child in any way we are able to this year. Please reach out to us at any time by email ([smetzbower@bcps.org](mailto:smetzbower@bcps.org), [sboyle@bcps.org](mailto:sboyle@bcps.org), [nmacchia@bcps.org](mailto:nmacchia@bcps.org)). We look forward to working with all of you and making sure your child has a successful and awesome year.

Sincerely,

Sandy Boyle  
Sheri Metzbower  
Nora Macchia