STAR Binder Overview   
  
**(1) Front Pocket of Binder:**   
School/PTO Information  
In the front pocket of the binder you will find school or PTO information.  Make sure to take it out each night.  
  
**(2) Zippered Pocket Pouch:**   
Money and Important Notes  
This is where you should put all money to be brought to school (lunch, book orders, field trips) so it doesn't get "lost" in the bottom of the backpack. This is also a good place to put doctor's notes for excused absences.  
  
**(3) Student Planner**  
Daily Assignments  
Students will record their assignments for the day in the student agenda. If your child does not understand the homework, please indicate that on that day's page in the agenda. I ask that you check this section daily and I will do the same.  Agendas need to be signed every night by a parent or a guardian.  
  
**(4) 1st Clear Sleeve:**   
Newsletter & Schedule  
In the 1st clear sleeve you will find a classroom newsletter and schedules for a 2:00 and 3:00 dismissal.   
  
**(5) 2nd Clear Sleeve:**    
Monthly Calendar & Menu  
In this clear sleeve you will find the Cuba Elementary Monthly calendar with student activities and on the back will be the breakfast/lunch menu.

**(6) 3rd Clear Sleeve:**   
Class List/Spelling List  
In this clear sleeve you will find the names of the students that are in our classroom.  Use this list for invitations, holiday treats, etc.   
The backside of this sleeve will hold the weekly spelling list.  Students should never lose their list if it is in this sleeve.   
  
  
**(7) 4th Clear Sleeve:**   
Study Guides  
In this sleeve, you will find any study guides that will help you with studying for a test or quiz.  
  
**(8) Pocket Folder:**   
Graded Work/Homework Folder  
In the front pocket you will find class work that your child has completed and is ready to be left at home.  This pocket should be cleaned out each evening.  After you have oooed and aahhed over your child’s work, I’m sure you will want to hang it on the refrigerator to ENJOY!  
In the back pocket you will find homework papers.  These papers need to be completed each night and returned back to school the very next day.   
  
**(9) Communication Log:**   
Notebook Paper  
The notebook paper will serve as our family/teacher communication log.  This will be for notes between you and me.  Please stress to your child that this is ONLY for the teacher and parents to write in.  Check this section daily and I will try to do the same.  Please ask your child to let me know when there is a note from you in the log. I will not have time to check each communication log for notes each day.  There will be a special basket in the classroom for your child to place his/her S.T.A.R. Binder in if it has a note for the teacher. I ask that you leave any notes that we may write in the notebook so that we can look back and remember any communications we may have had. I will initial all notes I read from you and ask that you do the same. That way, we know our notes have been read, even when no response is necessary.  
  
**(10) Back Pocket of Binder:**   
Behavior Management Plan  
This plan talks about how discipline is handled in the classroom.  Please make sure to read over the plan with your child and sign and return the contract to the classroom.