

August 2018

Dear Parents,

We are excited to inform you that we will be using planners this year at Boones Creek Middle School. These planners were purchased with Title 1 funds and were requested by parents. We are hoping to support our students by increasing organizational skills. Each student will have one planner given to them.

Why use student planners in the classroom?

A student planner is a planner given to students in order to create organization and better communication. With these planners being a part of the classroom experience, students are more likely to keep track of their assignments, set personal goals, and enhance communication between teachers, students, and parents. The four main ways student planners can enhance learning are as follows:

1. Improves Organization:

Organization does not come easily to most students. It requires a conscious effort and a great deal of planning; qualities that some students lack. Most often students gets confused and frazzled with having to keep up and plan for their many classes, assignments, test dates, and so forth. Due to lack of organization, students' work or grades often suffer.

Student planners provide an easy and creative method of taking note of their commitments and deadlines. It gives them a systematic approach to recording necessary information on a daily basis. These are then referred to over the course of time, enabling students to prepare and be ready with their class requirements and activities.

Teachers can also assist by using the student planner as an "exit ticket." In this, students are instructed to have their planners reviewed by the teacher before exiting the class, so as to ensure that they have not missed any vital information.

2. Tracks Achievements:

Student planners allow students to keep track of their goals. They can use the planner to write down their to-do lists and goals. As they accomplish goals throughout the week, they are able to build momentum and get inspired to work harder. Goal setting is a great skill to learn for school work as well as succeeding in life after school.

3. Enhances Student Responsibility:

Having a planner gives students freedom to plan, organize, and keep track of their work to the best of their abilities and requirements. This has a dual benefit in that it increases the student's accountability to the commitments planned as well as provides them with a structure that contributes to their success. Using these planners, students are able to take full responsibility and accountability to complete their work.

4. Promotes Communication:

There is always a chance for miscommunication to take place when conveying information to parents through students. The Use of planners helps to overcome this challenge as it serves as an excellent line of communication between students, parents, and teachers.

Planners can have a separate section allowing teacher-parent communication. Teachers can write regarding student performance, dates for school activities, or about school policies. Parents can use the space to inquire about the student or inform the teacher about any need or difficulty faced by the student.

Using student planners in the classroom can help students stay on track and succeed to the best of their ability.

In order to ensure that our students will use these, we will incorporate a planner policy.

Planner Policy 2018-2019 Boones Creek Middle School

- Students are expected carry planners with them from class to class.
- The planner will serve as a hall pass.
- The planner will be how we track if the student receives recess each day.
- If the student doesn't have the planner, then he/she will walk during recess.
- If the planner is lost or destroyed, the student will pay \$5 to replace it.
- The planner will be used to communicate between teacher and parent.

Parent Signature:



Student Signature:


