

Jordan Williams

Phone:

Email: jordan.williams@jordandistrict.org



South Jordan Middle School Miss Williams' Disclosure Document 2020-2021

Welcome Parents

I feel honored and privileged to be your students' teacher. I am very enthusiastic and excited about the coming school year. I look forward to working with all of you and I know that we will have a productive and fun school year. Thank you for taking the time to read over and sign this document.

Teacher and Paraprofessionals

My name is Jordan Williams. I graduated from the University of Utah in Special Education with an emphasis on severe/complex disabilities. I am the full-time licensed teacher. You can contact me by sending a note with your student, an email, calling, or the Remind App. I will respond to you as quickly as possible. For immediate responses, please email or use the Remind App. If I don't reply immediately, please don't panic...your messages will definitely be addressed.

Staff:

- Angela Hansen- 25 hour paraprofessional
- TBD- 25 hour paraprofessional
- Kim Hall – 17 hour paraprofessional
- TBD- 17 hour paraprofessional

Support Staff

- Leah Hardy – School Psychologist
- Clint Curry- SLP (Speech-Language Pathologist)
- Laurie Larsen- Adapted PE

*These people are absolutely phenomenal. We have the same philosophy and positive vision that will allow your students to be in a safe, positive environment.

Classroom Expectations and Rewards/Consequences

Where there are many procedures that we will follow, my overall classroom expectations/rules are:

1. Follow directions (the FIRST time)
2. Appropriate hands, mouth and feet.
3. Use kind words.
4. Always do your best work.

☺ When followed, student:

- Verbal praise, high fives, etc.
- Verbal praise from peers
- On Green
- Classroom Rewards
- Class Store
- Points on point card
- Punch cards for coupons
- Mystery Motivator

☹ When not followed, student:

- Verbal warning (Precision commands)
- Yellow (180 seconds taken away from reward)
- Red (360 seconds taken from reward)
- Time away- may involve administration
- Call home

Please let me know if your student has a significant event that may influence their behavior at school. I will encourage them to share the good and I will empathize with the bad.

Motivation/Discipline:

I have a variety of classroom motivation techniques that we use to help students. I am a huge believer in having lots of positive support. It is important for there to be a positive learning environment in the classroom and therefore, we follow the Least Restrictive Behavior Interventions (LRBI) manual, as the state law requires. This manual identifies specific motivation techniques that are positive and appropriate. It also outlines techniques that are to be used in more extreme cases, which require your permission for use to implement. We will use positive approaches and then I will discuss behavioral concerns with you as necessary.

Academics:

The specific curriculum for each class period will be dictated by the students' Individual Education Plans (IEP) and will align with the core curriculum. Some of the curriculum used, is as follows:

- Reading Curriculum – PCI 1 & 2 (Research-based sight word program), News 2 You activities, and supplemental reading activities.
- Math Curriculum- News 2 You activities, supplemental math activities
- Writing Curriculum- First Author writing
- Supplemental curriculum- News 2 You (Geography, science/technology, social studies, current events)

Life Skills:

I would like to TRY and cook a few times per month and each food made will correspond to the letter to the week – keep an eye out for home notes. In addition to cooking, we will be completing our daily jobs. It is one of my goals to have the student's learn to prepare a snack that they could repeat at home (with permission of course), learn to pick up after themselves, as well as learning the importance of cleanliness in appearance and personal hygiene. These are life skills needed on their journey toward independence.

I am assigning life skills to take place during the PROWL class period, every Tuesday and Thursday. Please let me know any pertinent life skills you would like your student working on during this time.

Peer Tutors:

We have an excellent peer-tutoring program here at SOJO. Peer tutors are their same-age peers that have most of their classes in the general education setting. My students will have different peer tutors for every class period, and they will rotate bi-monthly, working with specific students. They are first explicitly taught things they need to know regarding academics and behaviors when working with specific students. They will take the students out to their general education/inclusion classes, under supervision. In my observation, these peer tutors will become some of your student's greatest friends and advocates.

Dress

Students need to follow the school dress code as outlined in the school policy. **Please send a change of clothes with your child** in case anything unforeseen happens. Also, if feminine hygiene help is required at a specific time, please give me a heads up. Please send appropriate products with your student. This will be very helpful! Thank you in advance!

Schedule

School begins at 7:50am and ends at 2:50pm. On Friday, late start, school begins at 9:50am and ends at 2:50pm. As stated previously, the specific curriculum will be dictated by the students' Individual Education Plans (IEP's) and will align with the core curriculum. Students may also attend several general education (inclusion) classes with their peers.

Teacher Communication

Communication is the key to understanding. I will generally be communicating with you through home notes and Remind. I will also try and have an updated newsletter to email each week. Additionally, I have a classroom website which will have all pertinent information for parents.

*****IMPORTANT – All communication about individual students MUST be through Miss Williams, the licensed teacher. Classroom paraprofessionals are legally prohibited from talking to parents about the confidential student issues. Please do not approach them with specific questions. Thank you! ☺

Attendance

Regular attendance is crucial to your child's success and progress in school. Please note that if your child will be absent, late, or will be leaving school early, you must excuse them through the office. Also, sending me a quick email updating me would be much appreciated. This helps us prepare them to leave school and make sure they are at the right place at the right time.

Parent Involvement in the Classroom

There will be opportunities for you to spend time with the class if you choose. I will always inform you about these opportunities in advance. As for other visits, please understand that because of the schedule we keep, I ask you to make appointments with me before visiting the classroom. A few parents have offered to come in and use their expertise to do demonstrations, give lessons, donate different things that relate to their lessons, etc. (i.e.: personal/dental hygiene, cooking/baking, etc.). I welcome all of it – as long as it benefits the needs and goals of the students! So, if you have a specific skill that you would like to share with us, contact me with your thoughts, ideas and schedules and I'd be happy to work out the details with you. Parents/guardians often offer to plan fun art/holiday projects and come to our holiday parties! We would LOVE to have you participate.

Birthdays

We love to celebrate birthdays in my classroom! If you would like to bring or send in a birthday treat for your student, please let me know a few days ahead of time.

Confidentiality

It is so important to keep all of the information exchanged between us about your child confidential. For example, I will not tell other student or adults about your specific students different abilities, personal information, etc. My aides will be on a need-to-know basis. I am committed to helping your child feel safe while in the classroom and know that you are too. Thank you for not asking questions about other students' abilities or their personally identifiable information.

PLEASE SEND:

The following are items your child needs as soon as possible:

- **A change of clothes (and underwear)**
- **Girls – feminine hygiene products (if necessary)**
- **Snacks if your student has specific dietary needs, or a list for me of what they like, can eat, what to avoid, etc.**

“Donations and Contributions”

Some parents have asked what the classroom needs or what they can donate or contribute, so here are some things that we use in my classroom. PLEASE do not feel obligated to donate any of the following items. However, if you choose to do so, we will be extremely grateful. In addition to this list, there will be notes sent home with ingredients needed for the upcoming recipes that week.

- Hand sanitizer
- Tissues
- Snacks- fruit snacks, Goldfish, crackers, string cheese, apples, etc.
- Plastic utensils
- Paper products: bowls, plates, cups
- School/art supplies: markers, craft items, paint, etc.
- Small prizes, candy, bags of chips, etc. for our class store.

REMEMBER, this is just a “wish list”, do NOT feel obligated to buy or send ANY of this!

I have read through this disclosure and understand/agree to abide by these classroom policies.

Student name: _____

Parent name: _____

Signature: _____

Date: _____