



September 8, 2016

Dear K-106 Families,

Welcome to the 2016-2017 school year!

This is an exciting time for your child, and I am thrilled to be a part of it as your child's Kindergarten teacher. This school year will mark a time of tremendous growth and opportunity for every child in the class and I promise to make every effort to make this experience both fun and rewarding for all of my students!

As we get started on this awesome adventure, I would like to take this opportunity to provide you with some information that will be useful throughout the school year. The school day begins promptly at 8:20 am and ends at 2:40 pm Monday through Friday with the exception of half-days, where dismissal changes to 11:50. Our class will line up in the schoolyard every morning (except during inclement weather) and be dismissed in the same vicinity.

Your child's safety in school is of extreme importance. Therefore, it is suggested that all students wear sneakers to school- not only on gym days, as they will be maneuvering around outdoor playground equipment on a daily basis. In addition, please make sure that your child's clothing is loose and comfortable to accommodate sitting on the carpet at different points throughout the day.

Please check your child's Homework Folder daily for letters, trip information, permission slips, etc. Also, feel free to use this folder to send in notes that demand my attention before the school day ends. I do check my email regularly, but this is often in the evening after school hours.

Attendance and punctuality are keys to helping students feel comfortable and established in the classroom routines. Please make it a priority to send your child to school on time each day.

Lastly, every Tuesday, after school from 2:45-3:25 is designated as Parent Engagement Time. This is time allotted to teachers for communicating with parents via in-person conferences, phone calls, and email. I invite you to take advantage of this time by sending in a note or an email to schedule a meeting. Please understand that this invitation is open to all parents so I will fulfill requests on a first ask basis.

Below is a copy of our class's Prep Schedule. These are times the students are in special subjects. Occasionally, during these times I will be available to take a phone call from you should you call the main office: 718-330-9310.

K-106 Class Prep Schedule

<b>Day</b>	<b>Time</b>	<b>Special Subject</b>
<b>Mondays</b>	<b>12:52-1:46 1:46-2:40</b>	<b>Gym Science</b>
<b>Tuesdays</b>	<b>9:16-10:10</b>	<b>Art</b>
<b>Wednesdays</b>	<b>10:10-11:04</b>	<b>Art</b>
<b>Thursdays</b>	<b>12:52-1:46</b>	<b>Gym</b>
<b>Fridays</b>	<b>1:46-2:40</b>	<b>Science</b>

I am confident that we are going to have a remarkable school year. I look forward to our partnership.

**Warmly,  
Mrs. Calhoun**