

Dear Third Grade Families:

Welcome back to P.S. 39 and Class 3-201! We hope that you had a wonderful vacation full of family, fun, and relaxation. Now that summer has come to an end, we are looking forward to the beginning of a new school year with a new class of third graders!

This year our classroom will be an integrated co-teaching situation. This means that there will be a general and special education teacher in the classroom. The general education teacher is Ms. Shin who is joining PS 39 from another NYC school. Ms. Chefalo is excited to start her second year at P.S. 39 as the special education classroom teacher this year. We feel very fortunate to share this special moment in our careers with your children. We look forward to getting to know you and your family throughout the year!

The first few weeks of school are one of the busiest times of the year. We will be focusing on building our classroom community and establishing classroom routines and expectations. This is a crucial aspect of building a strong and successful community of learners. As a member of this special learning community, our goal is to ensure that every child reaches their full potential in a fun and engaging way. It is a personal goal that your child will look forward to coming to school every day!

Your child's academic, social and emotional growth is a collaborative effort between teachers and the parents. One of the best ways for us to get to know your child is through you! We would like to invite each family to fill out the attached sheet about your child, including any interest, successes, challenges or any other pertinent information. This will truly help us get a better understanding of your child from the beginning of the school year.

Your child will be receiving a take home folder in the beginning of the school year. This folder must be brought back and forth to school every day. Please check this folder each day, especially during the first few weeks of school for more important papers and class updates. Be on the lookout for other important class information and news from the PTA.

Although we will have curriculum night on September 17th we wanted to outline some of the important class policies and procedures so that we can have a successful start to the school year. Attached you will find our weekly schedule for special classes. As you will see the students have gym once a week. However, it is recommended that students wear sneakers to school every day. This will maximize their safety at recess and allow them to participate in all gym classes in the event of schedule changes. Finally, we would like to remind you that Tuesday afternoons from 2:45 - 3:30 will be dedicated to parent engagement. During this time we will be available to communicate regarding your child's progress via phone, email, and conferences. Although this specific time has been provided it is not the only time that we are available to meet or speak. We will be communicating regularly. School/family communication is important at P.S. 39!

As partners in your child's education, we look forward to working with you to ensure that your child reaches their full potential, and achieves more than they have ever thought possible!

Sincerely,

Soyoung Shin & Carly Chefalo

Welcome to Class 3-201!

Daily Classroom Routines and Procedures

Here is a brief outline of some of the policies and procedures in Class 3-203

Attendance and Lateness

- **Our school hours are 8:20 - 2:40 every day.** It is very important that your child be in school and on time every day. If they are sick, please keep them home and call the school to let us know. **It is important for you to send an absence note upon your child's return to school. *If your child is absent for 3 days or longer, he/she must bring in a doctor's note on the day they return.*** We have attached an absent note sheet, which can be duplicated for your convenience. Try your best to have your child arrive to school on time because when a student arrives late they are missing valuable instructional time as well as interrupting their classmates' learning.

Arrival and Dismissal

- Our class will be lining up outside each morning in the front yard on 6th Avenue. During inclement weather, students will be lining up indoors in Room 103. Our class will dismiss from the side of the building on the 7th Street side. If there is a change in your child's regular dismissal routine, please send us a note or an email. If your child has a playdate, a different adult picking them up, or has permission to walk home alone, we need to receive that information in writing. If your child is allowed to walk home alone, please let us know in writing. To ensure your child's safety, every child must say goodbye to us prior to leaving. A teacher will make eye contact with the adult picking the child up from school. Please remind your child to do this before leaving school every day.

Health Issues and Medication

- Please make sure to fill out the student information sheet and indicate if your child has any health issues, particularly **food allergies and asthma**. If your child needs to take medication during the school day, you must obtain a 504 form from the school nurse and have your doctor fill it out. The nurse will keep the medication with her and your child will visit the nurse when they need to use it. They may not keep any medications in their desk or book bag, including asthma inhalers.

Lunch

- On Mondays, Thursdays and Fridays, our lunch period will be Period 5: 12:10 - 1:00.
- On Tuesdays and Wednesdays, our lunch period will be Period 6: 1:00 - 1:50.

Homework

- We do not give a lot of homework in 3rd grade, but the homework we do give is quite meaningful. Each Monday your child will receive a weekly homework agenda outlining the homework for the week. Sometimes we add or subtract homework from the agenda but it gives you and your child a look at the week ahead so that planning time is easier.

Reading

There is a lot to say about reading, which will be thoroughly discussed during Curriculum Night. We are asking that our students read only books from our school libraries and not bring books from home. This applies to the books that they will be practicing their lessons with and entering into their reading logs. Of course we encourage our students to read other books that interest them at home, after they have completed their schoolwork. This will allow us to make sure that your child has the correct level books and the right genres for each reading unit. The classroom libraries are constantly being refreshed and there are more than enough wonderful books to support our literacy curriculum. All of the children will have a wide variety of choices that they will love to read!

We look forward to sharing more information with you during our Curriculum Night on September 17, 2018. We are looking forward to a very successful year in third grade!

Parent-Teacher Communication

- Every Tuesday afternoon from 2:45-3:30 has been designated by the DOE as Parent Engagement time. This 40-minute time period will be used for face to face meetings, telephone conversations, written correspondence with families, report cards, progress reports and preparing for any parent engagement activities. Please take advantage of this time to communicate with us as needed across the school year. Although this specific time has been provided, this is not the only time that we are available to meet or talk with parents. We will be communicating regularly. School/Family communication is important at PS 39!
- We try our best to be extremely responsive to parent concerns. The best way to reach us is through email. We will respond as quickly as we can. If you have any concerns it is best to contact us first. We are often able to clarify any questions or concerns that you have immediately. Based on professional experience, we have seen issues arise due to miscommunication, especially within public, social, and internet forums. Therefore we are respectfully requesting that you have a private conversation with us and give us an opportunity to resolve any issue that may arise. Of course, if we cannot resolve your concern we would encourage you to speak to Ms. De Paz or Mrs. McCarthy because often they can be very helpful. We want to work together to make sure your child has a great school year. Below you will find our class schedule. Please keep in mind that changes may occur throughout the school year.

Ms. Shin & Ms. Chefalo

3-201

Monday: Period 3- 10:30 - 11:20
Science - Ms. Long

Tuesday: Period 1- 8:50 - 9:40
Gym - Mr. Bacovic

Wednesday: Period 4- 11:20 - 12:10
Music - Mr. Deutsch

Thursday: Period 4 - 11:20 - 12:10
Science - Ms. Long

Friday: Period 2 - 9:40 - 10:30
Art - Mrs. Bernstein

Emails:

Soyoung Shin: sshin@ps39.org

Carly Chefalo: cchefalo@ps39.org

Absentee Note

Print student's First and Last name

class number

REASON FOR ABSENCE

[For extended absences or chronic conditions, a doctor's note is required in addition to the parent's note.]

PARENT'S OR GUARDIAN'S SIGNATURE

3-201 Parent Survey

Student's Name: _____

Thank you for taking a few minutes to complete this survey. We appreciate any and all information that can make this year the most successful for your student!

1. What are three strengths of your child?

2. What are areas of growth for your child this year? (academic, social, school culture etc...)

3. What do I need to know about your child to make him or her have a great year? (interests, hobbies, favorites, family background, etc...)

4. What is your overall goal for your child this year at PS 39? (social, academic or both!)

This form is confidential. If you do not want to share this information with your child, please return the survey in a sealed envelope or during curriculum night.

