

Welcome to 4th Grade!

Hello families,

Welcome back to P.S. 39 and to fourth grade, the best year in elementary school! We hope that you have had a wonderful vacation full of family, fun, and relaxation. We are excited to start the school year. We are going to have a great year together!

First, let us introduce ourselves:

- Samantha Carraro is the general education teacher. In her free time, she loves to write, knit, and hike! She graduated with her masters in Inclusive Elementary Education from Teachers College, Columbia University. After teaching for a year, she went back to get her extension in Special Education at CUNY Hunter and is now dual certified. This is will be her third year teaching at PS 39.
- Lisa Stone is the special education teacher. She is a mom of a two-year-old boy and loves math! Lisa graduated with her a Master's in Special Education and Bachelor's in general education from St. Francis College. This is her 9th year teaching and 3rd year at P.S. 39.

Although we have different titles, we all work closely to meet each and every one of your child's needs!

The first few weeks of school are one of the busiest times of the year. We will be personally getting to know each student as well as determining their individual learning needs. We will be building our classroom community and establishing classroom routines and expectations. This is a crucial aspect of building a strong and successful community of learners.

Fourth grade is such a great year because the curriculum is rich, students are challenged every day, and the students have fun learning cooperatively with their classmates. Your children will become increasingly independent as well as feeling empowered and accomplished as they persevere through the year.

Although we will be having a curriculum night on Monday, **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. You can also find this information on our class website: www.class4-301.wixsite.com/welcome. Please see the attached documents regarding these policies and procedures.

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

Warmly,

Ms. Carraro & Ms. Stone

Daily Classroom Routines and Procedures

Here is a brief outline of some of the policies and procedures in 4th grade:

Attendance and Lateness

- Our school hours are 8:20-2:40 everyday. It is very important that your child be in school and on time every day. If they are sick, please do 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, they must bring in a doctor's note on the day they return. We have attached an absent note form, which can be duplicated for your convenience.
- Arriving to school on time is crucial in fourth grade. Try your best to have your child arrive on time because when a student arrives late they are missing valuable instructional time as well as interrupting their classmates' learning. In addition, middle schools examine the number of times a student is late in fourth grade, when considering a student's acceptance.

Arrival and Dismissal

- Our class will be lining up outside each morning in the Upper 8th Street Yard. During inclement weather, students will be lining up indoors in Room 103.
- Our class will be dismissed from the front 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 have permission that day to walk home alone, we need that in writing.** To ensure your child's safety, every student must say goodbye to us prior to leaving. We will make eye contact with the adult or supervisor picking the child up from school. For this reason, it is important that all adults stay on the sidewalk and out of the yard.
- It is important that you complete the dismissal information on the [Family Survey](#) (an electronic copy is on the webpage, a physical copy will be sent out later this week). Please do so at your earliest convenience.

Snack ☐

- This year on Monday, Thursdays, and Fridays the 4th and 5th grades have lunch from 1:00 to 1:50. Because of this, **we will have a snack time on Mondays, Thursdays, and Fridays.** Your child's snack should consist of one item (e.g. some fruit, bag of pretzels) and be easy to clean up. Any liquids, other than water, must stay in your child's lunchbox.
- On Tuesdays and Wednesdays our class will have lunch 12:10-1:00 with 3-202 & 5-304. Since lunch is earlier on these days, **we will not have a snack time on Tuesdays and Wednesdays.**

Sneakers

- Our class has gym on Mondays but for your child's safety during recess please have them wear sneakers every day.

Health Issues and Medication

- It is important that you complete the health concerns section, particularly noting any food allergies and asthma, on the [Family Survey](#) (an electronic copy is on the webpage, a physical

copy will be sent out later this week). Please do so at your earliest convenience.

- 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 an asthma inhaler.

Homework

- Your child will be receiving a T.E.A.M. (Together Everyone Achieves More) folder in the beginning of the school year. This folder must be brought back and forth to school everyday. Please check this folder each day, especially during these first few weeks of school for important papers and class updates.
- We don't give a lot of homework in 4th grade but the homework we do give is quite meaningful. Each Monday your child will receive a 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.
- Homework, along with many other materials, will be posted and updated on the class website.

Parent-Teacher Communication

- The 4th grade team is extremely responsive to parent concerns. The best way to contact us is through email (scarraro@ps39.org & lstone@ps39.org) We will respond as quickly as we can.
- If you are having 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 our professional experiences, we have seen issues arise due to miscommunication especially within public, social, and Internet forums. Therefore, we respectfully request that you have a private conversation with us and give us an opportunity to resolve the issue.
- Of course, if we cannot resolve your concern we would encourage you to speak to Ms. DePaz because often she can be very helpful. We want to work together to make sure your child has a great year!
- Every Tuesday afternoon between 2:40 and 3:25 has been designated by the DOE as Parent Engagement Time. These 40 minutes have been set aside for face-to-face meetings, telephone conversations, and written correspondence (including email) with parents. Please take advantage of this time to communicate with me as needed across the school year. Although this specific time has been provided it is not the only time that we're available to meet to speak with parents. We'll be communicating regularly. School/family communication is important at PS39!

Upcoming School Events

- Family Friday Sept. 7 all grades
- Welcome Dinner Saturday, Sept. 15
- Curriculum Night Monday, Sept. 17
- First PA meeting of the year Tuesday, Sept. 25

Prep Schedule

		Monday	Tuesday	Wednesday	Thursday	Friday
	8:20-8:50	Restorative Circles	Restorative Circles	Restorative Circles	Restorative Circles	Restorative Circles
1	8:50-9:40	Gym			Science	
2	9:40-10:30			Music		
3	10:30-11:20		Science			
4	11:20-12:10					
5	12:10-1:00		Lunch	Lunch		Art
6	1:00-1:50	Lunch			Lunch	Lunch
7	1:50-2:40					

ABSENTEE NOTE
4-301

_____ Date: _____
Print Student's First and Last

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

ABSENTEE NOTE
4-301

_____ Date: _____
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