



John C. Haines School
247 W. 23rd Place – Chicago, IL 60616
Catherine Amy Moy Davis, Principal
Scott Scherquist, Assistant Principal

September 5, 2018

Dear Parents,

Welcome to 2nd grade!!! We are delighted that your child will be joining us for the 2018-2019 school year. Please know that our days will be filled with many wonderful experiences, field trips, and opportunities for learning.

As you may know, our instructional program is Common Core State Standards based, as required by Chicago Public Schools and the Illinois State Board of Education. Therefore, in order to achieve our goal of academic excellence, students are expected to attend class everyday, and arrive **on time**. Our start time for this school year is 7:45 a.m., so please plan for your child to arrive on the playground no earlier than 7:30 a.m. each day.

Parents, please be aware that students are required to bring the proper supplies each day, so that they are able to complete all classroom assignments. Additionally, homework will be assigned daily, with the exception of Fridays. Student homework planners will be issued so that they can personally record their homework assignments daily for each subject. In keeping with the grade-level curriculum, each student is responsible for accurately completing all class/homework assignments daily, and returning them on time. Class work is due on the day it is assigned; homework is due the following day unless notified otherwise. Failure to turn in work on time will result in the drop of a letter grade on that particular assignment.

In case of absence, students are responsible for making-up all missed work. All work must be accurately completed and returned within 2-3 days of the given assignment. Additionally, in case of absence, the teacher should be promptly notified, and a written note from the parent should be brought upon your child's return to school so that we may maintain accurate records. For your child's safety, we should be made aware of critical medical issues so that we may take the proper steps in case of emergency.

In order to create and maintain a great learning environment for your child, good parent-teacher relationships are necessary to assure their maximum school success. Thus, students are expected to follow disciplinary guidelines and class rules, which includes, treating their classmates as they would want to be treated. Therefore, to assist them in their efforts, parents please take time to read/review and sign the last page of the CPS' **Student Code of Conduct Book**, and return the signed copy to your child's teacher. Any rules that are continuously violated will result in disciplinary action (e.g. notes home, phone call, parent conference, loss of certain privileges, suspension, etc.). If there are additional questions or concerns, please feel free to write a note, use the CPS Parent Portal, or call the Haines school office at (773-534-9200) and leave a message. We will respond as soon as possible.

Students will be taking DIBELS reading comprehension and Mclass Math assessments at the beginning, middle, and end of the school year. Additionally, the NWEA assessment will be administered as well. More information on assessments will be given at Open House on Monday, September 17, 2018 5pm-6pm.

We look forward to a collaborative year with you and a educationally, productive year with your child!

Sincerely,
Ms. Debbie Chan, Teacher - Room 212
Ms. Jenny Ma, Teacher- Room 215



John C. Haines School 興氏國小
247 W. 23rd Place – Chicago, IL 60616
Catherine Amy Moy Davis, Principal
Scott Scherquist, Assistant Principal

九月五號 2018

亲爱的家長,

歡迎來到二年級！！很高興您的孩子能在2018 – 2019年加入我們二年級課室。在這一學年裡，您的孩子將會體驗到很多不一樣的學習活動及實驗，參與校外教學還有創造更多機會讓他們學習。在興氏國小，我們教育的課成是以Common Core State Standards為主。這是芝加哥公立小學和伊利諾州的教育部規定的方案。要達到我們所期望的目標：讓孩子能學習良好，學生必須每天準時上課。我們這學年新的上課時間為早上7點45分，請家長7點30分以後再帶孩子到操場。

家長請務必提醒您的孩子攜帶每天上課必須要的用具，這些用具能幫助學生完成在課室裡的活動。另外，學生每天都會有作業，除了星期五以外。您的孩子將會得到一本學生手冊。這本可以讓他們寫下當天每個課目的功課項目或是需要完成的作品。每個學生都有責任正確的完成作業並且準時地把功課交回給課室老師。當學生要是沒有準時交功課，老師會一起面談家長及學生。

如果學生必須要曠課，他們有責任完成他們所錯過的作業。這些作業必須在兩到三天內完成。另外，如需要請假，請務必告知課室老師。家長可以寫請假條然後讓孩子帶給老師。為了確保您孩子的身體健康，我們需要知道如果學生有嚴重的身體不適。我們才能幫助您材取必要的緊急方案。

在此課室老師希望能與您一起來建立良好的溝通關係，因為這優良的關係能幫助及確保您的孩子在一個美好學習的環境成長。我們也希望學生能遵守品行規則來維護這良好及安全的學習環境。例如：與別人好好相處，對他人寬待。所以請家長與學生慢慢細讀芝加哥公立學校的**學生品行守則並且在最後一面簽上名字在交回給課室老師**。如果有任何破壞規定，老師將會由紙條/電話通知或是安排家長面談。如果學生一直破壞紀律，他將有可能會被停課之類等的除罰。如果有什麼問題或是疑問，歡迎您寫紙條給課室老師，可利用芝加哥學校家長網來留言或是打電話到興氏小學的辦公室留言及可（773- 534- 9200）。我們將會馬上回覆您。

這學年學生將會在學年開始，中間，結束期間考DIBELS閱讀理解和數學Mclass評估。有關考試的詳細情況將在開放日星期一，2018年9月17日下午5时至6时詳細解釋。

我們很期待能與您和孩子有個美好的學年！

二年級課室老師,

Ms. Debbie Chan, Teacher- Room 212

Ms. Jenny Ma, Teacher- Room 215