



## John C. Haines School

Ms. Catherine Amy Moy Davis, Principal, Scott Scherquist, Assistant Principal

September 4, 2018

Dear Parents,

Welcome to 3<sup>rd</sup> grade!!! On behalf of the 3rd grade team, we are delighted that your child will be joining us for the 2018-2019 school-year. I know you are excited to meet your child's teacher and learn more about the curriculum. You are invited to join us at Open House on 9/17/2018 from 5pm to 6pm!

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 7:40 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 class/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 ensure 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 take the NWEA computer-based assessment twice this school year, and the May assessment will be used to help determine promotion to fourth grade. In closing, as you are reviewing the supply list, please note the student/school fees that were listed. \$70.00 should be placed in a sealed envelope, with the name of the student, room number, and exact dollar amount. Please return it to your child's classroom teacher as soon as possible (Cash only! No checks). Receipts will be issued within a week of payment.

We look forward to a wonderful year with you and your child!

Sincerely,

Ms. Kimberly Gaffney-Israel, Room 204

Ms. Wendy Liu, Room 206

Mrs. Danielle Bruno, Room 207



## John C. Haines School 興氏學校

Ms. Catherine Amy Moy Davis, Principal, Scott Scherquist, Assistant Principal

九月4號 2018年

親愛的家長,

歡迎來到三年級！很高興您的孩子能在 2018 - 2019 年加入我們三年級課室。我知道您很期待與您孩子的老師見面。請加入家庭開放日在九月 17 號下午五點到六點來了解更多三年級的資訊。在興氏小學，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七點 45 分，請家長七點 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學校的辦公室留言及可 (773-534-9200)。我們將會馬上回覆您。

在學年中，學生也會體驗電腦考試 NWEA 一年兩次。五月份的考試成績將會來決定孩子四年級的升級或是暑期輔導。最後，請確保孩子有準備好該需要的上課用具，學費也有寫在上面。學費美金 70 元，必須裝在信封上，並且寫上姓名，課室號碼，和總共金額。請馬上交給課室老師，學校只收現金不收支票。當課室老師收到金額，將會在一個禮拜時間會給家長收據。

我們很期待能與您和孩子有個美好的學年！

三年級課室老師

Ms. Kimberly Gaffney-Israel, Room 204  
Ms. Wendy Liu, Room 206  
Mrs. Danielle Bruno, Room 207