Welcome to Mrs. Grzybek’s Third Grade Class!



Dear Parents,

I am excited about the upcoming school year!

We will have snack during the day to re-energize! Please pack a snack in your child’s lunchbox OR backpack for this time. Snack will be during our WIN time. Please make sure that this is a snack that is not messy or does not need utensils, as we will be working while we snack. Students are also allowed to have water bottles at their desks.

Communication

The following are ways to contact me before, during, or after school:

* Through school e-mail (**theresa.grzybek@stjohns.k12.fl.us**)
* Through notes sent in your child’s agenda

 The best way to contact me is through EMAIL.

 If you have ANY questions, please email me or ask.



Smooth Ways to Start the School Year

1. Notify me of your child’s transportation routine *before* the first day of school. I will help him/her get to the right place safely. *For safety reasons, changes must be given to the school in writing with your signature or we follow the child’s regular routine*.

**Please see your child’s Code of Conduct book for a full listing of school policies.**

**Please read our dress code policy carefully (this policy is also located in the Student Handbook).**



Visiting in the Classroom/Field Trips

School safety procedures and district policy requires all visitors to check in at the office and wear a yellow visitor’s badge. **\*\*District safety policies require first time volunteers to complete background paperwork. You will need to complete this paperwork if you would like to attend classroom celebrations and field trips. Please allow yourself two weeks’ time for processing. More information is available in the front office. You can also access this information via our school website. All volunteers and visitors must submit a School Access Form that can be filled in online here:** [**http://www.stjohns.k12.fl.us/volunteer/**](http://www.stjohns.k12.fl.us/volunteer/)

I choose my chaperones on a first come/ first serve basis. I send out a class email and take the first responders. I always try to take different chaperones for all field trips.



Below is some information that will help you through the first weeks of school. If you have any questions, please ask.

**Parent conferences** – All parents will have a teacher conference during the first 9 weeks of school. Please sign up for a conference time at open house

**Supplies** – Please send in your child’s school supplies as soon as you can. Students will need an ongoing supply of paper and pencils as I do not collect these to have a supply in the room. As your child needs anything replenished, there will be a note in the planner.

**Personal Computers** – These are not required. If you are sending in a laptop, iPad or other device, please make sure it is labeled, comes in every day charged and has antivirus software installed. Additional information and AUP forms to sign will come home for those bringing personal computers.

**Student planners** – The planner is the organizational tool for our school. Your child is learning to be responsible for their assignments and materials this year and the planner is an important part of that process. Planners are being provided free of cost by our PTO. Parents should check the planner daily for changes in assignments and notes from the teacher.

**Homework** – Homework is given nightly but should never be longer than 30 minutes. Homework will be: practicing math skills taught in class and reading or studying for tests. If the homework is a struggle or becomes frustrating for your child or family, please let me know right away as this is ***never*** my intention.

**Grades** – If your child receives less than a 70% on an assignment, you will sign and return the test so that I have the opportunity to keep reteaching the material. You have access to all current grades, interims and report cards online through Home Access Center (<http://parents.stjohns.k12.fl.us/hac>). If you are new to the district, you must fill out a HAC email verification form with the front office to get your username and password.

**Schedule** – Please see the daily schedule from meet the teacher packet.

**Recess** – Please know that if the “feels like” temperature outside is over 100 or under 50, we will be having “inside” recess. It is very hot right now, so please send in a hat and water bottle for your child to use. Sunscreen and insect repellant can ***only*** be submitted to the nurse to be applied before outside recess or PE.

**Lunch** – cost $2.80, please send in checks with your students name and lunch number on the memo line. If you’re sending cash, please enclose it in an envelope or baggie with the same info on the outside. Please return the lunch forms from meet the teacher to the school at your earliest convenience. Parents who are on the cleared volunteer list can join their child in the lunchroom Mondays – Thursdays. Our lunch time is ***exactly*** 11:10-11:30.

**Birthdays** – It is school policy that there are no class birthday celebrations or treats. The school celebrates birthdays by announcing them on the morning announcements.

Thank you so much for taking the time to read this letter. I’m looking forward to getting to know you and your children.

I am looking forward to an exciting and enjoyable school year!