

**Dear Parents,**

Welcome to the 2023-2024 school year!

The whole school is shining brightly and I was beyond excited to see the students of Room 120 Monday morning!

Please take a moment to review the classroom and school information below.

**School Arrival**

Students will enter the school at the front doors and will be greeted by one of our paraprofessionals. Students interested in eating the school breakfast, may enter the building at 7:45 A.M.

(Breakfast will be served in the multipurpose room from 7:45 to 8:00 A.M.)

Students will not be allowed to enter the building prior to 7:45 A.M.

Breakfast will not be available after 8:00 A.M.

Students need to be in the building by 8:00 A.M. daily. Tardy slips will be given for after 8:00 A.M. arrivals.

**School Dismissal**

The class will head to the front foyer at 2:50 P.M. for dismissal. Students that are being picked up by a parent/guardian will be dismissed at the front door at 2:55 P.M. Students taking the bus will be escorted to the bus for departure by the paraprofessional and or bus assistant.

**1st Quarter Enrichment Schedule is as follows:**

<b>Monday</b>	<b>Art</b>
<b>Tuesday</b>	<b>Art</b>
<b>Wednesday</b>	<b>PE</b>
<b>Thursday</b>	<b>Theater</b>
<b>Friday</b>	<b>Theater</b>

### **Communication Folders**

Each student will use a binder that will go back and forth from home to school each day. This binder will have notes from school, completed papers and homework. Please feel free to use the communication folder to send notes to the teacher or documents for the front office.

### **Speech/OT/PT/Social Work Schedules**

Our “specialists” are collaborating and finalizing their schedules. As soon as they are complete, I will send home a schedule specific for each child. I will also include each itinerant’s email, so you can reach out to them directly with any specific questions or concerns.

### **Classroom Paraprofessionals**

At this time, we will have the following paraprofessionals working in our classroom; Ms. Pam Schulz, Ms. Danielle Graca/Reiher and Ms. Rosa Avantz. We are so lucky to have these fantastic assistants (also known as The Dream Team) in our classroom!

### **Snack**

Your child should bring in a healthy snack each day. Our lunch period is the third lunch, (12:10 P.M.) so it is important for students to bring in a healthy snack so they won’t get hungry. Due to allergies, students will not be able to share snacks with one another nor will I be able to keep extra snacks in the classroom to share.

### **Lunch and Recess**

Students will be eating lunch at 12:10 and then heading out to recess with their general education peers. Please be sure your child is dressed appropriately for the weather, as they will be going outside weather permitting.

Thank you again for all of your support and please feel free to contact me with any questions or concerns, via my email at [sboyd13@cps.edu](mailto:sboyd13@cps.edu).

**Have a great day!!**

**Sincerely,  
Ms. Susan Boyd  
[sboyd13@cps.edu](mailto:sboyd13@cps.edu)**