

September 12, 2019

Dear Parents/Guardians,

Welcome to 3rd Grade!

I hope you all had an enjoyable, relaxing summer. My name is Ms. Heather Killian, and am a veteran of over a decade, dedicated to my vocation, here in the Diocese of Brooklyn/Queens. My goal as a teacher is to help each of my students to reach his or her fullest potential and to instill in them, a love for learning. I will respect each child as an individual and offer concern and understanding for their challenges. I will work my hardest to help each student achieve the goals of the academic content standards set by the state of NY. Your support is important to the success of your child in meeting these expectations as well. Supporting the discipline plan and making sure that your child completes homework and reads at home is a must.

There are so many wonderful happenings this year. Not only will your child receive an excellent education, but most importantly, we learn values, morals and the importance of treating others fairly and with dignity. We will rise above any challenges that come our way, as long as we ALL work together, teacher, student and parent. The Lord has great things in store for us this year! If you ever have questions or concerns, please email, call or stop in to talk with me.

Sincerely in Christ,

Ms. Heather Killian

[hkillian@stfrancisschoolbh.net](mailto:hkillian@stfrancisschoolbh.net)

**Below are some classroom/school guidelines and reminders that, with your help, will make the school year smoother:**

1. Please have your child here in school, on time, 7:55 AM
2. Any money that is sent to school must be in an envelope with your child's FULL name and grade, 3A. Anything that needs to go to the office, please put it to the attention: OFFICE.
3. It is important to view the school website, [www.stfrancisacademybh.org](http://www.stfrancisacademybh.org) to get important information, as well as the classpage for 3A.
4. The designated tab in the accordion folder, labeled Parents, should be checked EVERY night. Important information is sent home in this folder from both myself AND the main office.
5. You may contact me via email: [HKillian@stfrancisschoolbh.net](mailto:HKillian@stfrancisschoolbh.net) . I check it daily, after dismissal, until 7:30 PM, during the week.

6. Specials are as follows:

Monday - Phys. Ed.  
Tuesday - Art  
Wednesday - Spanish  
Thursday - Art  
Friday - STEM

On most Thursdays, we will attend weekly Mass at 9 AM.

7. Students should be reading daily. I ask that each student have a personal, chapter book with them in school. At times, we might have DEAR time (Drop Everything And Read). Of course, they may take a book from our classroom library, at any time.
8. Students must be in complete uniforms at all times. Please see handbook or call the main office with any questions. Brown or black, tied shoes must be worn. If students have a hard time tying their shoes, please use "lock laces," or something that will help shoes stay tied. If belts are an issue, please use velcro belts.

## Subject Process

Each student received a homework planner that we will use every day. The children will copy their homework into their planner. All test dates will also be listed on the board for the students to copy into their planner. This process will help the students with organization and responsibility. If a student is having difficulty finding the correct place to write assignments, they are encouraged to ask me for help or receive assistance from a classmate. In the beginning of the year, I will tell the students what books they must bring home in order to complete any given assignment. Once a student has placed his/her books on their desk, they will then follow our end of the day routine to pack up. I will also post homework and tests on our class page, located on the school website.

We will spend a large portion of the day on reading and writing skills. We will be using the Engage NY Modules, which follow the Common Core Standards. A variety of novels have also been added to the curriculum. At times projects or take-home assignments will be sent home and must be completed by the due date. Our Math series, *Go Math*, will also follow the Common Core Standards. Knowing the times tables is important, and they will consistently be part of assignments throughout the school year.

Please note that grammar and spelling will be an essential part of third grade. Grammar will be counted on all assignments. Spelling tests will be given weekly. The children will be expected to use correct sentence structure such as capitalization and punctuation on all written responses, and it will also be counted on content area tests.

## **Grading Policy:**

**Reading/Language Arts-** Assessments: 40%, Writing 30%, Spelling 10%, Quiz 10%, Classwork 10%

**Math-** Tests: 50%, Quizzes: 30%, Classwork: 20%

**Science/Social Studies/ Religion-** Tests: 50%, Quizzes: 20%, Classwork: 20% Homework: 10%

## **Other Items:**

Snack is NOT permitted in the third grade classrooms. However, we will celebrate birthdays if you would like to send in a treat for your child's special day. Please be very mindful that we are a peanut/nut free school due to some serious allergies in our school. It is extremely important that we comply with this regulation. If your child has a summer birthday, he/she may choose to celebrate his/her half birthday, or choose a day at the end of the year to celebrate.

Terranova Testing will begin on October 15th. The test will be discussed in class, but we will not stress over it. Please note, that there will be skills above their grade level tested, for critical thinking. Terranova is a series of standardized achievement tests designed to assess student achievement in a variety of subjects. The test is long and will be a series of days; therefore the workload during that week will be limited. Please make sure that your child gets to bed early and eats a healthy breakfast each morning.