Dear Parents and Families.

Welcome to a new school year at Cornerstone Elementary! I am very excited to have your child in my Kindergarten class.

First, I would like to give you a brief overview of my background and education. I am beginning my 21st year as an elementary teacher. This will be my 9th year teaching at Cornerstone Elementary, 8 years with Kinder and one with 1st grade. I taught 1st grade for one year in Hattiesburg, Mississippi. For six years, I taught in Austin (4yrs. in 1st and 2yrs. in Kinder) and prior to that, I was a 1st grade teacher at Smith Elementary in Alief ISD for five years. I received my undergraduate degree from the University of Houston under the PUMA program.

I am enthusiastic about my teaching and am dedicated to giving my students the best educational experience—and an enjoyable school year. We are going to have a wonderful time this year!!!

Parent-Teacher Relationship

I believe that a good parent-teacher relationship is necessary for maximum school success. Throughout the year I will communicate with you through notes, email, telephone calls, newsletters, quarterly report cards, Parent Information Night, Open House, and parent-teacher conferences.

Please contact me if you have any questions or concerns at anytime. I can be reached by e-mail, telephone or by note.

E-mail: emily.cherry@fortbendisd.com

I check my email daily.

<u>Phone Calls</u>: If you need to call me during my planning period (2:30-3:15), or after school. If you call during school hours it will automatically go to voice mail. My phone number is 281-634-5244. The school number is 281-634-6400. The office will take a message and I will contact you as soon as possible.

Notes: You can always leave me a written note in your child's Daily Folders, or ask the office to put a message in my mailbox.

Parent Participation and Volunteers

Whenever you come to visit the school for any reason, please have your ID available and sign in at the front office. Parents will not be allowed in the classrooms if they have not filled out the <u>criminal history form on line</u> - https://www.fortbendisd.com/Page/828

This is done for the safety of all our students. Throughout the school year there will be a variety of special classroom activities and celebrations. Not only are they great fun, but your support and participation of school activities makes your child feel important and sends the message that you value school. We will need volunteers for the up-coming school-wide events and miscellaneous classroom help. I will also have a paper upon which you can write about your talents (and I know they are many and varied you can share with us). You can also sign up to be a Mystery Reader when we have guest readers coming to school. I will send you information on how to sign up and the times shortly.

School Attendance

Your child's <u>regular and prompt attendance</u> at school is crucial to his/her success. <u>I cannot emphasize this point enough!</u> A great portion of the Kindergarten learning activities are group oriented and involve interaction with classmates. It is next to impossible to make this kind of work up at home. Please view school as a priority and see to it that your child attends every day except in cases of illness or emergency. If an absence is planned, please let me know. When your child

returns, in order for the absence to be excused, a note from you or the doctor is necessary within 5 days.

School Hours

School begins at 8:10 a.m. and ends at 3:25 p.m.

<u>Arrival</u>: Each morning you may drop your child off and he/she will walk to the Kinder hallway 7:30 to 8:00 a.m. Morning duty for teachers begins at 7:30 a.m.

Breakfast is served in the cafeteria from 7:30 – 8:10 a.m. for \$ 1.25.

<u>Dismissal</u>: At 3:25 p.m., Students will be dismissed to the designated areas of the school, bus, car, walker, daycare, and Extended Day. During the school year, if your child will be going home a different way, <u>you must let me know in writing.</u> For the safety of your child, we cannot send them home a different way unless otherwise documented in writing. If the dismissal change was sudden or unexpected, please make sure you call the school office to let me know 281-634-6400. Do not rely on your child to tell me this information because children often become confused and relay messages incorrectly. If you are running late (after 3:50p.m.), your child will be waiting in the office.

<u>Leaving Early/ Arriving Late</u>: If you need to pick your child up during the day you must have your ID and <u>sign him/her out</u> at the office. One of the secretaries will call your child over the intercom to come to the office.

If your child arrives after 8:10, please go to the office first for a <u>tardy slip.</u> I will leave a note on our door if we will be elsewhere. <u>If you are running late please do not send your child to our classroom without you first checking him/her in at the office.</u>

Outdoor Recess

The children will be going out for recess everyday unless it is raining, extremely hot or extremely cold. Please keep this in mind when helping your child to select clothing for the day. This is also important when selecting shoes. Flip-flops are not allowed. Dress shoes and cowboy boots are less than ideal if your child chooses to play on the playground when we are outside. In addition, the P.E. teacher requires the children to wear tennis shoes or sneakers on P.E. and fitness days (two out of the 6 days outclass rotation). Once the weather gets cooler, it is important to dress your child in layers and send a coat or jacket (labeled with their name).

Backpacks

Your child needs to bring a backpack every day. Please make certain to check your child's backpack daily. Keep an extra pair of clothes (under garments, pants, and shirt) in their backpack in case of an accident.

Tuesday Take Home Folder: Each Tuesday I will send home important school notes in your child's Tuesday Folder or the principal will send an email –Tuesday Efolder with some of the important school notes. Each Month I will also email a monthly calendar and newsletter. If you do not have an email address, please let me know and I will send a hard copy of all the documents. Also, if there are any papers on the right side of the Tuesday folder, these need to be signed and returned to school. Please return the folder to school the next day or by Friday.

<u>Daily Folders:</u> The yellow folder goes home every day. They need to be initialed and returned every day. Please place lunch money, notes, absence letters, etc. in the clear pouch located in the Daily folder to ensure I receive any important information.

Lunch

We will eat lunch from 11:30-12:00a.m. Please either send a lunch from home or a student lunch can be purchased for \$2.25. Free or reduced-price meals are available. Information packets were sent home on the first week of school. Please contact the office if you have any questions. Menus are sent home every month or you can access them online at the FBISD website.

To prevent your child from misplacing lunch money, a lunch account can be purchased in the cafeteria. If your child has money on an account and is absent or brings lunch, the money will remain in the account. Milk can be purchased separately using the account. You are always welcome to join your child for lunch. Please remember to sign in at the front office and meet him/her inside the cafeteria at our table. If you have Family Access, you can view your balance and pay online as well.

Dress Code:

Basically, children should dress in an appropriate fashion so that they can succeed in school. The district has specific prohibitions you should be aware of, though. Here's the list of no-no's: backless tops, baggy pants, bare midriffs, elongated armholes, spaghetti straps, strapless tops, shirts that distract, shorts that distract, skirts that distract (it is a good idea for girls to wear shorts underneath skirts). No hats or caps inside. You can also look on the Fort Bend ISD webpage if you have any questions.

Once again, it is important to either **bring an extra set of clothes** in the backpack every day, in case of emergency/accident/mud/cafeteria catastrophes.

Money:

Please place money that you are sending to school with your child in a sealed envelope or baggie. Write your child's name, teacher's name, and what the money is for on the envelope or on a small piece of paper inside the baggie. Please place that baggie in the plastic pouch in their Daily Folder. Encourage your child to give me the Daily Folder with the envelope/baggie as soon as he/she arrives. With 24 children to keep track of and several reasons to collect money, this helps tremendously and reduces the likelihood of errors. In addition, if the envelope/baggie is dropped in the hallway, the information on it will help it return to our classroom.

Snack:

Please bring a healthy snack (from the approved snack list) to school with a water bottle every day. Please make sure the snack and water bottles are separate from the lunch boxes and clearly labeled with their names and the word "Snack" on it. **Snacks must be nut free due to student severe allergies.**

Allergies or Diet Restrictions

Please let me know of any food allergies or diet restrictions.

Medicine

If your child needs to take medicine of any kind, it is necessary for <u>you to bring it to the office</u> and fill out a required form. If it is a prescription, it must have the original doctor's label on it. Please do not send medicine in your child's backpack.

Fever

If your child has a fever or is sent home with a fever (100.0 or above), he/she may not return to school until he/she is <u>fever-free for 24 hours</u>. This is to prevent spreading illness among the children and teachers. On the day your child returns to school, they will need a <u>note</u> from you or the doctor explaining the reason for the absence. If your child was absent for more than 4 days in a row, they will need a <u>doctor's note</u>.

Birthdays

Birthdays are special occasions for young children. On your child's birthday, we will sing "Happy Birthday" and make a birthday book at our writing time. You can bring treat bags with small toys, pencils, erasers, etc. (no candy or food, please). PTA will be selling b-day gift bags for the class. Our policy for birthdays has changed over the years. Birthday cupcakes cannot be sent on the day of your child's birthday. They can be sent on the 2nd and 4th Friday of the month. The cupcakes must be store bought with a list of ingredients on the label. You must bring it to the office and fill out a form in order for the cupcakes to be delivered to the rooms. The cupcakes will be delivered to the room at the very end of the day during dismissal time. Some students with severe food allergies in the class will not receive one of the cupcakes. Please let me know in advance, if you are going to send cupcakes.

In closing, I hope I have answered a lot of questions. If I did not, feel free to call me, write me a note, or email me. I will constantly be in communication with you. My magnetic contact card was on my board at meet and greet. Not everyone that came to the meet and greet, took one of my magnetic contact cards. If you would like one, please let me know.

Best in the coming year, Emily Cherry