



## FRANKLIN ELEMENTARY SCHOOL

EXCELLENCE • INNOVATION • RESPECT • RESPONSIBILITY

Mr. Joel Jocelyn  
Principal

September 22, 2016

Dear Parents and Guardians,

Thank you for your cooperation in helping our students to experience a pleasant start to the school year. It has been a pleasure to see the children adjust to the new school year and to greet them daily as they enter the building. We look forward to a very successful year with your support. I am outlining below a few updates and reminders for this upcoming week:

- **Our annual curriculum night** will be held on Tuesday, September 27<sup>th</sup> from 6:00 PM until 7:30 PM. This is an opportunity to meet your child's teacher and to hear about the academic and behavioral expectations they have for your children. I have included a schedule with the time and location of the presentations for each grade level. As a reminder, the purpose of curriculum night is to provide general information to families. Please schedule an appointment with your child's teacher to discuss any specific concerns or issues that you may have. Families will have an opportunity to meet with teachers to discuss their children's progress during our mid-year formal parent teacher conferences.
- **Our flu clinic** will be held on Thursday, September 29<sup>th</sup> first thing in the morning. Parents may sign students up to receive the flu shot at no charge by returning consent and screening forms to the school nurse. Those forms are due Monday, September 26<sup>th</sup>. Forms and additional information are available online at [www.newtonma.gov/flu](http://www.newtonma.gov/flu) or in the school nurse's office. Once again, the flu clinic will be on September 29<sup>th</sup> and forms are due September 26<sup>th</sup>.
- **Early Release Day.** Thursday, September 29<sup>th</sup> will be a half day for students to allow our staff the opportunity to engage in professional development. The children will be released at 12:30 PM on Thursday, September 29<sup>th</sup>.
- **An Important Personal Request:** I have been fortunate to hear from several parents via email over the last three weeks. My personal commitment is to respond in a timely manner to all attempts to reach me. I have, however, experienced a significant increase in the number of emails that I have received from families daily. While I am grateful for these emails, the increase in volume is such that it is becoming increasingly difficult for me to read the emails on time and to respond to families as expeditiously as I would like. As an added measure of redundancy to ensure that I respond in a timely manner, please copy our school's executive administrative assistant, Mrs. Donna McLoughlin, at



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Donna\_McLoughlin@newton.k12.ma.us when you email me. Additionally, I would be grateful if families could also call the school at (617) 559-9500 if you do not hear back within 48 hours of emailing me and copying Mrs. McLoughlin on the email.

### Curriculum Night Schedule

6:00-6:45 Kindergarten	Presentation in the Library
6:00-6:45pm 1 <sup>st</sup> Grade	Cafeteria - Power point
6:00-6:45pm 2 <sup>nd</sup> Grade	All 2 <sup>nd</sup> grade parents meet in Ms. Chants' room #1 first. They will transition to their children's classrooms after the presentation from the 2 <sup>nd</sup> grade team, at around 6:45 PM.
6:00-6:45pm 3 <sup>rd</sup> , 4 <sup>th</sup> and 5 <sup>th</sup>	<ul style="list-style-type: none"><li>• Parents meet with the specialist teachers in the gym</li><li>• Our math specialist, literacy specialist and reading interventionist will also be in the gym and will present information on Response to Intervention (RtI) as it pertains to assessment, intervention, progress monitoring, and the levels of tiered instruction.</li></ul>
6:45-7:30pm 3 <sup>rd</sup> Grade	All 3 <sup>rd</sup> grade parents meet in Ms. Kalich's classroom in room 31 at 6:45 PM and then they will transition from there to their children's classrooms to meet with teachers.
6:45-7:30pm 4 <sup>th</sup> Grade	4 <sup>th</sup> grade parents meet with teachers in their children's classrooms.
6:45-7:30pm 5 <sup>th</sup> Grade	All 5 <sup>th</sup> grade parents transition to the Cafeteria at 6:45 PM to attend a presentation by the 5 <sup>th</sup> grade team.
6:45-7:30pm K, 1 <sup>st</sup> and 2 <sup>nd</sup>	Parents meet with specialist in the gym

### A few general reminders:

**Drop off starts at 8:20 AM.** The first bell rings at 8:20 AM and the second bell rings at 8:25 AM. Either a staff member or I will be at the front door in the morning. There will be no supervision before 8:20 AM, unless students are signed up for early morning drop off. Since staff members are not required to be on duty until 8:20 AM, students and parents/guardians will unfortunately need to wait outside until the bell rings at 8:20 AM. Please help us by not gathering too close to the door.



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**Faculty Parking Lot:** Students must be dropped off and picked up in **front** of the school. The back parking lot is for faculty parking only. The number of parking spaces in the back parking lot is not enough to accommodate the staff members who need to park in the morning. Consequently, please do not drop students off or park in the faculty parking lot.

**Student Absence:** Please call the absence line 617-559-9509, if your child is going to be absent.

**Visitors:** All parents/guardians entering the school must sign in at the office and get a visitor pass.

**Blue Zone:** There is absolutely **NO** parking in the blue zone during drop off and pick up (see Blue Zone sign for details). This is a **MOVING** drop off and pick up zone. Double parking is also prohibited.

Thanks in advance for your cooperation in facilitating our children's learning and safety.

Sincerely,

Joel Jocelyn,  
Principal