

Dear Parents and students,

Welcome to covenant night. I am very excited to begin the school year at Our Lady of Peace School.

My name is Morgan Allman. I am honored to teach 3<sup>rd</sup> grade. I graduated from West Liberty State College. I taught Pre-k for 1 ½ years before I had my first bunch of joy. I have substituted for Marshall County Schools and worked for WV Birth to Three for the last 4 years. I am a mother of two wonderful boys, Brody and Ruxin and have been married to my husband Zack, for 9 years.

I cannot wait to start the learning and spiritual growth throughout this year. If you have any questions feel free to ask during the school year.

God Bless You,

Mrs. Allman

Dear Parents and Students

Welcome to third grade! I am looking forward to the time we will spend together this year learning and having fun.

### **CLASSROOM RULES**

1. Raise your hand to speak.
2. Listen carefully and follow directions.
3. Turn assignments in on time.
4. Keep hands, feet and objects to yourself.
5. Treat others with respect.
6. Walk in the halls and on the steps.
7. Behave properly in church.
8. Follow the rules for the lunchroom.

We will be discussing these rules on the first day.

### **PLANNERS**

Homework will be written on the homework board and your child will be expected to copy it into his/her planner every day. You are to see that your child has completed his/her homework before you sign the planner. Planners should be signed even if there is no homework. I will check planners every morning. Please watch for messages from me or you may write notes to me as well.

### **HOMEWORK**

I expect all homework to be completed on time. I encourage you to give your child assistance if needed. Your child has 24 hours to complete a missed assignment. I will write a note in the planner if homework is missing.

## **TESTS**

Every Monday I will staple in the planner a list of upcoming tests. There will be at least a 2-day notice before a test is given. All graded tests are to be signed by you for verification and returned in the school envelope.

## **GRADING**

Tests will represent a significant portion of your child's grade. However, homework, quizzes, worksheets, and class participation will also contribute to the overall evaluation of his/her grade.

## **SNACKS**

Since we only have a 15 min. break snacks should be small but nutritious. Crackers, cheese, fruit, Jell-O, fruit roll ups, pudding, popcorn, pretzels, cereal, granola bars, etc. are wonderful choices. Your child may have a water bottle at his/her desk.

## **COMMUNICATION**

If you need to get in touch with me at any time please call me at school (304-242-1383). If I am not available please leave a message and I will get back to you as soon as possible.

## **TRANSPORTATION**

If your child is going home with someone other than specified you must notify me. A note written in the planner is fine.

Thank you for your time and attention. Working together, we will have a wonderful year.

*Margaret Williams*