Dear Parents and Guardians,

Welcome to Ms. Graziano’s Classroom! It’s a pleasure for me to have a new group of learners in my classroom again and I hope to welcome you and your child to my English class. First, I want to explain on how I will communicate with you and your child and give you some resources to help your child succeed in my class. I think communication is vital in the classroom on so many levels.  It's important that your child feels comfortable enough to approach me and communicate with me any misunderstandings, missing work, absences, etc., so I can keep them on the same page when they return or make sure they understand all the material or help them to understand it.  Also, it's important for me to know how to communicate home: please return the syllabus signed with a form of contact home: a phone number or email address is fine. Please specify if it’s a work number or home number and if there are different contacts for your child; for example, if there is separate contact information for mother or father or guardians. Feel free to let me know if your child isn't understanding something or if you're going on a vacation and need work ahead of time, or lastly if I need to let you know about any concerns I have about your child.  Nonetheless, I love to contact home for good news and let you know how your student is progressing too.  I feel it's important to stay in touch, whether it's a phone call during my planning period, an email here and there, or a face-to-face conference I'm open to what works best for you, all my contact information is located in the signature of this letter and in the syllabus. Just please be aware I am also a full time coach after school, for Oakdale’s women’s soccer and softball teams, so some meeting times will be limited and emails and voicemails will be answered as soon as possible!

I have all students sign up for Remind the first day of school.  It's an automated texting app that sends daily homework reminders, assignments, or class announcements to their phones: it's not actually my phone number so they cannot send texts back or reply in any way.  It's very convenient and a lot of parents and students like it because I communicate with it daily.  It's very convenient when we start to have delays or cancellations because students often find out first from me! The link for my class website is below and please take your time navigating the site. My expectations are listed there for your child to be on time, be prepared and participate. There are a lot of extra resources to help them with those expectations and screencasts to show you what your child will be doing in class and links/attachments for all major assignments. You're more than welcome to sign up for Remind as well as investigate Google Classroom, to stay in the loop and get your child's classroom updates just as they do!  Feel free to contact me via email, for any concern and I will reply at my quickest convenience. I look forward to a new year of learning from your child this semester!

Sincerely,  
Lauren Graziano  
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"You can't use up creativity. The more you use, the more you have!" --Maya Angelou