

Picayune Memorial High School
800 Fifth Avenue
Picayune, Mississippi 39466
601-798-1380
August 13, 2008

Dear Parent,

It is a great pleasure to have your child in my Algebra 1 class this year. As I am sure you are aware, Algebra 1 is a part of the State of Mississippi Subject Area Testing Program and as such students must pass both the class and the test to meet graduation requirements.

Your child's educational success is greatly influenced by a clear and frequent line of communication between the two of us. My home phone number is 601-798-3437 (Please call before 9 p.m.) However, the most convenient way to contact me is via email at conrad@cpskantz.com. (If you have access please email me as soon as possible and identify yourself and your child so I can begin my email address list for the year.) I also maintain a website at <http://www.cpskantz.com> that contains assignments, projected test dates and other important information. Please consult it often.

To assist you in monitoring your child's progress I will issue written reports after each test (usually every 5 – 7 days) and will update your child's grades on the school's Edline (<http://www.edline.net>) website at the same time. If you have not signed up for access to Edline please contact the office or let me know and I will get you the necessary information.

Over the past few years I have noted some student behaviors that impact negatively on effective and efficient learning. Most of these are brought on by the actions of the students themselves. While it is only a minority of students involved I believe it is important to discuss them briefly. Common problems are habitually sleeping in class, refusing to work/participate, and failure to bring materials to class. I will seek your assistance to remedy these issues should that be necessary, but because of the negative educational impact of these and similar behaviors I will handle them as classroom discipline problems that, if not resolved at the classroom level, will be referred to the office. Rest assured that my policies on this and other classroom procedures have been thoroughly explained to all of my students. They were allowed sufficient time to become acclimated to my methods before I began enforcing these policies. If you have questions or comments about these or any of my policies/procedures please feel free to contact me..

Poor class/school attendance has also become a serious problem. Therefore, I have one final request. Please help ensure your child's regular attendance at school.

If, in spite of our best efforts, your child experiences academic difficulty in this class I will be available for extra help immediately before and after school each day (except every third week when I have afternoon duty). Please have your child come for assistance at any time it is needed.

Sincerely,



Conrad P. Skantz
Algebra 1 Teacher