



**Dear Kirkbride families,**

I am writing this letter to introduce myself and to discuss the upcoming school year. My name is Melissa Heidel and I will be your child's teacher for the 2023-2024 school year. This will be my 15<sup>th</sup> year of teaching, as well as at Kirkbride, and my 4th year teaching 2nd grade. I am very excited to be teaching your 2nd graders. I look forward to meeting you at **Back-To-School Night on Thursday, September 21st.**

### **Homework Policy**

Children are in school for six and a half hours every day, and we know there are lots of activities that keep families busy at night. We will have some type of homework, but it will be minimal.

Students should read for 15-20 minutes each night. I will explain more about the homework at Back to School Night.

### **Staying In Contact**

Good home and school communication is one of the foundations of your child's success in school. The best way to contact me is through my class dojo; I sent invites last week. I send a lot of helpful information via dojo; if you were not able to connect to my dojo page I attached an invitation to this letter. Also, you can also email me. My email address is: [kdoteri@philasd.org](mailto:kdoteri@philasd.org)

### **Arrival Time and Attendance**

It is very important to arrive on time. School begins at 9:00am. Please make sure your child arrives in the school yard by 8:50am to start our school day. If your child is eating breakfast in the morning please make sure they arrive between 8:15 and 8:45. They should go right to the cafeteria.

Dismissal is at 3:39pm. Students will begin arriving outside between 3:30 and 3:39.

If for any reason your child is absent please make sure to send me an absent note. This can be done on paper and sent in, through class dojo, or you could email me.

### **Co-teachers**

Ms. Schwalb is our 2<sup>nd</sup> grade ESOL teacher this year and Mrs. Toscani will be the Learning Support Teacher. We are all looking forward to working together to make this year a success for your child. You can find their contact information below.

Ms. Ella Schwalb  
Email: [eschwalb@philasd.org](mailto:eschwalb@philasd.org)

Mrs. Toscani  
Email: [jdeluca@philasd.org](mailto:jdeluca@philasd.org)

### **Report Card Conferences**

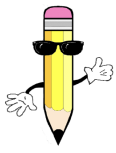
Report Card Conferences are scheduled in November, February, and April. The exact dates will be sent home closer to the time of the conferences.

I look forward to getting to know the students as well as meeting and collaborating with you throughout the school year.

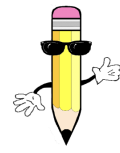
Sincerely,

***Mrs. Heidel***





# Recommended Classroom Supplies



- **1 pack of high quality #2 pencils**  
Mechanical pencils are not recommended
- **4 composition books(please no spiral notebooks)**
- **5 two-pocket folders**
- **1 pack of BLACK dry erase markers**
- **6 glue sticks**
- **a pencil box**
- **crayons and/or colored pencils (no markers please)**
- **2 boxes of tissues**
- **1 ream of paper**

## Possible donations to our class:

- **a roll of paper towels**
- **clorox wipes**

