



**Dear Students and Families,**

We are writing this letter to introduce ourselves and to discuss the upcoming school year. Your child will have two teachers this year! Ms. Emmertz will be teaching Literacy and Social Studies, while Ms. Bursk will be teaching Math and Science. We are very excited to be teaching your 4th graders, as we will have a fun, exciting, and fulfilling school year!

In this letter, you will find information about our classrooms as well as a list of recommended supplies on the back.

### **Rules and Procedures**

Poor behavior is not tolerated in our classrooms (whether in person or online) and excellent behavior is extremely important to maintaining a positive learning environment. Kirkbride will have a set of school-wide behavior expectations this year: Be Responsible, Be Respectful, Be Inclusive, and Be Safe. We will review these rules during the first few weeks of school.

### **Staying In Contact**

Good home and school communication is one of the foundations of your child's success in school. We will be using Class Dojo in both classrooms to communicate with families, so stay on the lookout for an invite from your child's homeroom teacher! You can also contact us by email at [cforline@philasd.org](mailto:cforline@philasd.org) (Ms. Emmertz) and [jbursk@philasd.org](mailto:jbursk@philasd.org) (Ms. Bursk). If necessary, you can call the school as well at (215) 400-7980 and someone in the office will be able to leave us a message.

### **Additional 4th Grade Team members to stay connected with:**

For students that receive Special Education services, **Ms. Pazda** will be your 4th Grade Learning Support Teacher (LS). For students that receive English Language Development services, **Ms. Pelosi** will be your ELD teacher. They are both looking forward to working with your children this coming school year.

### **Arriving At School, Absences, and Emergencies**

**Arrival Time:** On-time arrival is extremely important to ensure that students are not missing important instructional time. Please have students arrive **at or before 8:50** in the schoolyard. If your student will be eating breakfast, they should arrive by 8:20.

**Absences/Emergencies:** If a situation arises that your child does not attend school due to an emergency or illness, please send a letter or a doctor's note to excuse the absence.

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

Sincerely,  
*Ms. Forline & Ms. Bursk*

## **SUPPLY LIST:**

- 2 packs of high quality #2 pencils
- 5 marble copybooks
- 5 Folders
- Pencil Case
- 1 pair of safety scissors
- 1 pack of Glue Sticks
- Headphones/Earbuds (compatible with Chromebook)
- Hand sanitizer
- 2 boxes of tissues

### Optional:

- Anti-bacterial Wipes
- 1 ream of white copy paper
- One box of ziploc bags

