

Dear Parents/Guardians,

Welcome to second grade! I hope everyone had a relaxing summer. I am looking forward to a new school year. Here are a few information items to get the school year off to a great start:

* Lietz’s Back-to-School-Night is Wednesday, August 23, 2017.
* School hours are 8:15am – 2:40pm. The first bell rings at 8:10am. Please make sure your child arrives on time and is picked up no later than 3pm.
* Absences – please call the front office for all absences, (408) 264-8837, and leave a message as to why your child is absent.
* Wednesdays are early release days. School ends at 1:15pm.
* Please put your child’s name on anything that is brought to school (lunchbox, jackets, etc).
* Please be sure your child wears comfortable shoes to school for our P.E. activities. Flip-flops are not allowed at school.
* THURSDAY ENVELOPES are sent home every Thursday afternoon. Please make sure you check for important announcements and return the envelope on Friday.
* Students may bring a water bottle to school to keep at their desks. Please nothing fancy as it can be a distraction.
* Homework will begin the week of Sept. 4th, and will be assigned daily.

Please feel free to contact me with any questions or concerns. My school number is (408) 264-8314, x22. My email is [hokenessn@unionsd.org](mailto:hokenessn@unionsd.org).

Thank you!