Dear Parents/Guardians,

For the 2015-2016 school year, we will continue to implement the policy regarding elementary school fees and supplies that was modified a few years ago. The established guidelines are intended to achieve a balance that reduces the number of items families are asked to either pay for or to send to school, while preserving the broad array of instructional experiences our community expects and our students deserve.

Students will not be asked to pay for or provide textbooks, supplementary readers (such as anthologies, atlases, or workbooks), most materials of instruction, audiovisual aids, stationary items not commonly found in the home and required for the student to demonstrate mastery of course objectives, or building or office materials needed to operate schools.

Students may be asked to pay for materials of instruction that primarily fit into three categories as follows:

* Items eaten by the student as a part of the course (example: bread baking ingredients).
* Component parts of a product that will become student property (example: sculpting clay).
* Materials of instruction or items of personal use that become the property of the student (example: recorder).

Students are still expected to bring individual organizational tools and personal supplies from home. A list of those supplies for your student has been included in this packet. In addition, there are student fees which are not course-related but local school decisions made by the principal in collaboration with the school and parent leadership. These may include fees for class snacks, special grade-level assemblies, etc. I will discuss these decisions with our school and parent leadership this summer and will update you on this information as needed. There also may be fees related to field trips, but these will be shared each time there is a trip and not in advance as a school fee.

We are committed to providing all students, regardless of their economic circumstances, with full access to the instructional program. If you need assistance for any requested expense, or with providing the organizational tools and personal supplies, please contact your child’s teacher, our counselor, our assistant principal, or me.

Parent donations of items that enhance the classroom experience are still welcomed, either as donations for individual parents or organized by class parents or by the PTA. A list of these items also included in this packet and clearly titled, *Voluntary Parent Donations*. They are not required donations and no student will be expected to provide these items, but if you care to contribute, it will be appreciated.

Sincerely,

Marita Sherburne, Principal

**Grade 4**

**Individual Student Organizational Tools and Personal Supplies**

While items such as colored pencils, highlighters, scissors, markers, rulers, compasses, and protractors are provided by the school for class use, parents may wish to have these items available for home use.

Students are encouraged to bring the following individual organizational tools and personal supplies to school.

* Backpack (no wheels)
* Pack of No. 2 pencils (sharpened preferred)
* Pack of erasers to fit on pencil ends
* 1 pack of glue sticks
* Pencil case/pouch (no boxes) to accommodate above supplies
* 4 marbled composition notebooks (100 leaves each, any design, but NO spiral notebooks)
* Pocket folders (1-red, 1-blue, 1-purple, 1-green, 1-yellow) – 2 pockets, without clasps

\*One student planner/assignment book will be provided by the school to each student at the beginning of the school year.

**Voluntary Parent Donations**

The following items will be welcomed for donations but are not required.

* 2 packs of loose leaf paper
* Protractor
* Box of colored pencils (sharpened preferred
* Clear transparent ruler (centimeters and inches)
* 3’ x 3’ Post-It notes
* Boxes of tissues
* Hand Sanitizer
* Clear 2-liter soda bottles (empty and dry) – for science project
* Quart and gallon size sealable storage/freezer bags
* disinfecting wipes
* 1 container of salt OR 1 package of all-purpose flour