April 8, 2019

Dear Lancaster School Parents:

Lancaster staff members are starting to begin thinking about the transition process for the 2019-2020 School Year. During the month of May, the staff will be discussing student classroom placement. With an enrollment around 250 students, the task of creating balanced classes is challenging. We make sure that all students have an opportunity to travel to the next grade with both old and new friends. Also, balancing classes by boys and girls, varied abilities, students with special needs, social issues and other factors requires a great deal of consideration and planning. Our teachers, special educators, administrator, and our guidance counselor do an excellent job of placing your children in nurturing and caring environments.

All of our teaching staff is excellent and your child’s experiences will be very positive as a result of the time and care we take to place students in a balanced classroom. We will take parent concerns into consideration, but all final decisions will be made based on our internal class assignment process.

We appreciate your support and input. If you know of special circumstances that impact your child’s learning, which cannot be shared on the summary sheet, please make an appointment to meet with me to discuss your concerns prior to May 6. Final classroom assignments will be posted the week before school starts at a date to be announced later.

The back of this letter includes a Student Summary Information Sheet for you to share information about your son/daughter if you wish. This should be returned no later than May 6. The form should be used to highlight the information that you think needs to be considered, rather than requesting a specific teacher. In fact, please do not request a specific teacher. Also, please note that if you have met and shared an issue or concern with me in the past, you should remind me in writing. Lastly, if your child is not returning to Lancaster next year please put that in writing for the office too. We would need to know where you are moving so we can have paperwork prepared for the receiving school.

Sincerely,

Adam D. Pagliarulo
Principal
1. How does your child learn best?

2. What are your child’s academic areas:
   A. Of strength?
   B. Of concern?

3. What are your child’s social areas:
   A. Of strength?
   B. Of concern?

4. Other information you would like us to consider:

Please return this form to Lancaster no later than May 6. Thank you!