Lloyd Harbor School

COLD SPRING HARBOR CENTRAL SCHOOL DISTRICT
7 School Lane • Huntington, New York 11743

Valerie R. Massimo, *Principal* (631) 367-8800
Phil Gray, *Assist. to the Princ.* (631) 367-8801

March 15, 2018

Dear Parents:

In the coming weeks, we will begin forming classes for the 2018-19 school year. Our goal is to create well-balanced, heterogeneous classes where all children can thrive socially and academically. Classroom and special area teachers, support service providers, and the principal are all involved in the process. We work carefully to group students so that each class is balanced in terms of gender, social development, work habits, and academic performance.

Parental input is appropriate if your child has specific needs that are not already known to us. If this is the case, you may submit a letter to the principal's attention by **April 20.** Because the grouping process will begin at that time, letters received after this date cannot be considered.

We will give the same level of care and attention to the placement of every child whether a letter is written or not. However, if you choose to submit a letter, please note:

- Letters should be addressed to the principal and sent to the Main Office (**not via email**). **Requests should never be made to a teacher.**
- If you are writing with regard to more than one child, **separate letters** must be submitted.
- Requests for placement ***with*** a specific child cannot be accepted. Our goal is to help students build friendships with many different children over the course of their educational experience.
- Requests for ***separation from*** one specific child may be considered**.** We cannot accept a request to separate your child from **more than one child**.
- **Requests for a specific teacher will not be considered**. In fairness to all, letters of this nature will be returned.
- If you would like to request that your child ***not*** be assigned a particular teacher, it must be due to the prior experience of a sibling. Please include the name and year the sibling was in the class. **This is the only request with regard to a specific teacher that will be accepted.**
- **For students entering second grade**, the placement process is completed by the Goosehill team. Letters regarding second grade placement should be sent to Mrs. Herschlein.
- Letters from past years are not saved and, therefore, cannot be considered.

Because of the complex nature of the process, once class assignments are made in August, placements are final.

We appreciate your confidence in the professional staff as we begin this important process. Thank you for your continued support of our efforts to create an educational environment where every child will be happy and successful.

Sincerely,

Lynn Herschlein, *GH Principal*
Valerie Massimo, *LH Principal*
Kurt Simon, *WS Principal*