

**Roseland Board of Education
Lester C. Noecker School
Ms. Robyn P. Greenwald**

100 Passaic Avenue
Roseland, New Jersey 07068
(973) 226-7644, ext. 314



November 15, 2017

Dear Parents/Guardians,

In recognition of American Education Week, you are invited to visit your child's classroom(s) to observe and be part of the learning process. This is a great time to see a snapshot of your child's daily routine. We hope you can join us! *Note: Pre-K will have a separate letter sent home for this event.*

Please see the important information below pertaining to the visitation!

CLASSROOM VISITATIONS - GRADES K-6

Monday, November 20th from 9:30 AM - 11:00 AM

(This day is specifically for any parent whose last name begins with the letter A-M).

Tuesday, November 21st from 9:30 AM - 11:00 AM

(This day is specifically for any parent whose last name begins with the letter N-Z).

If you are visiting we kindly ask you to please respect the following:

1. Visit on the day arranged according to the first letter of your child's last name. This will help to alleviate parking congestion and the number of visitors in each classroom. Please come at the time that is most convenient for you between **9:30 AM-11:00 AM**.
2. Sign-in at the front door and sign out when you leave.
3. Wear your visitor tag and return it when you sign out.
4. Report to your child's classroom upon entering the school.
5. We kindly ask that you do not bring younger siblings.
6. While visiting, please do not interrupt the class with questions or by talking to your child or family member. The teacher will be happy to answer questions by telephone or email the next day.
7. Be sure to have all mobile devices turned off and put away while you are visiting your child's class.
8. Plan to visit your child's classroom only once.
9. A friendly reminder that taking photographs and video during visitations is not permitted in an effort to protect our students' privacy and confidentiality.
10. Please do not bring any food or beverage into the classroom.

If you have any questions, please call Ms. Evie Rajkovich at 973-226-7644, Ext. 389. Thank you and we look forward to seeing you soon!

Very truly yours,

A handwritten signature in blue ink that reads "Robyn P. Greenwald". The signature is written in a cursive style.

Ms. Robyn P. Greenwald
Principal