

Fitzpatrick Elementary
4055 Fitzpatrick Blvd., Montgomery, AL 36116
(334) 284-8044



July 12, 2018

Dear Faculty and Staff:

I hope this letter finds you resting, relaxing, close to being rejuvenated, and even closer to being ready to return to work. I still want you to continue enjoying your summer but I must admit that I am excited about continuing the process of providing our students what's needed to be successful. We will continue to transform our school from good to great during the 2018-2019 school year. We will have a very successful year as we build leaders daily with strategies taught to fidelity for continuous improvement and academic achievement.

In order for us to have a successful school year, please be mindful of the following:

- 1.** It is imperative that all classrooms are up and ready to go at the beginning of school. I am recommending that teachers utilize some of those "last few days of the summer" to prepare classrooms. More learning takes place when the environment is conducive to learning. I am expecting all classrooms to look like **A+** classrooms this year. Remember that **quality is much more inviting than quantity. All classes should be ready for students by Friday, August 3rd at 3:00 p.m.**
- 2.** It is my desire for us to maintain a clutter free environment and we only have necessities in the building. Make sure that any outdated material, furniture, and/or equipment is removed from your classrooms by 3:00 p.m. Thursday, August 2nd.
- 3.** Classroom Management is essential. In order for you to teach your class they must have rules/procedures and consequences in place. Each teacher is to prepare a discipline plan for their class that goes hand in hand with the school discipline plan. This can be an individual plan or by grade level. **Class Dojo will be utilized by everyone this year.** (The school plan is attached.)
All discipline plans must be turned in by August 2nd and approved by the administration before going out to parents.

4. Parental Involvement is very important and much needed. I am challenging each of you to make sure that you make every effort to make your parents feel welcomed throughout the year. Each teacher is to prepare a welcome letter for parents. All letters must be turned in by August 3rd and approved by the administration before going out to parents.

5. All faculty and staff members are to report to Fitzpatrick Elementary by 7:45 on Thursday, August 2nd. On this date we will have our back-to-school inservice at MPACT (Renaissance) downtown. Buses will transport the faculty and staff to and from the event. Details on that are forthcoming.

6. This year's theme is a Safari theme, "Fitzpatrick Elementary Is Wild About Learning".

7. Important dates to remember:

- Open House/Orientation August 3rd (Friday)
- Kindergarten - 2nd @ 5:00
- 3-5 @ 6:00
- Staff Development Days August 2nd-3rd
- First Day of School Thursday, August 6th

Again, I am looking forward to a great year as your instructional leader. It is my belief that the best decisions are made when it benefits the children. It is my desire to serve as a resource to you and the students at all times.

Respectfully,

Dr. William A. Milledge, Jr.

