

Welcome to 3rd Grade...

*Mrs. Miller's Class 2025-26
Beginning of the Year*

*Parent
Survival Guide
The most important
information... for now!*



My name is Melissa Miller and I am excited every day by the challenge of teaching! I graduated from Maryville College in the spring of 1999 with a degree in Child Development and Psychology with Teacher Licensure. I began teaching in the Fall of 1999, and have loved every minute of it! I was named Heritage Teacher of the Year in 2004, Mill Creek Teacher of the year in 2015, and The Madison City District Teacher of The Year in 2016.

It is my honor and privilege to be a part of your child's education. It is a task I take very seriously. As a mom, I know how important it is to feel that your child is in a nurturing and challenging learning environment.

With patient encouragement, I strive every day to love and teach my students according to their individual strengths as well as celebrate every success in their social and academic development along the way. I look forward to watching your child learn and grow! It is going to be a great year!



Meet
Mrs. Miller

Parent/Teacher Communication

I'm here
for you ♥



Before, during, and after school:

My Email: mcmiller@madisoncity.k12.al.us

Office Phone: 256-774-4690

PARENTSQUARE messaging will be our primary tool for communication.
Text messages are good for urgent information and questions
before, during and after school.

Glow and Grows:

Glow and Grows will be posted in the **PARENTSQUARE App**.
This will be our primary method of communication, and should be checked daily.

Weekly Newsletter:

These will be posted on my website [Mrs. Miller's Webpage!](#) and sent through the **PARENTSQUARE App**. This will update you on weekly learning targets, class & school events, and classroom needs.

Let me know if you need a paper copy, and I'll be glad to print one for you.

Classwork and Assessments:

Classwork and assessments will be sent home bi-weekly through Maverick folders.

Maverick Take Home Folders:

The "Maverick" folder will be sent home bi-weekly and will contain weekly classwork, homework, and schoolwide flyers that may need to be signed and returned to school.

I will always let you know when folders will be coming home!

If you have lunch or any other money to be sent into school, please place it in a **LABELED** envelope or ziploc bag. Sending a message, so it is not missed is a **HUGE** help!



Transportation

Arrival :

Morning drop-off begins at 7:10. Students wait in the gym with on duty teachers after drop-off, and are taken to their classrooms at 7:25. Students are marked tardy at 7:45. Please arrive on time each day!

Dismissal :

Complete the Transportation Form: Be sure to complete the **Transportation Google Form**. Include how your child will go home on the FIRST DAY and how they will get home the REST OF THE YEAR. The link to the transportation form is in the your welcome email! Make sure your child also knows how they will get home. Pin it to their backpack each day until they are confident.

Car riders: Pin your child's carline number onto their backpack and be sure to have the number on your car visor in car line.

Bus riders: Pin your child's **bus number, name, address, subdivision, and phone number** onto their backpack. Get to know your bus driver!

Van riders: Pin your child's van name on their backpack.

Extended Day: Pin an extended day tag on your child's backpack and make sure your child knows they go to extended day before you pick them up.

If there is a change :

If there is a change: **ALWAYS** send me a text or PARENTSQUARE message and **BE SURE** to update School Dismissal Manager before 1pm. If possible, be sure to let your child know about the change. If it is a last minute change, please update in school dismissal prior to 1:00. This will inform me of the change.

Try to be as consistent as possible. Only make changes if it's absolutely necessary.

You should receive information about School Dismissal Manager in the office.



Daily Attendance

Absences:

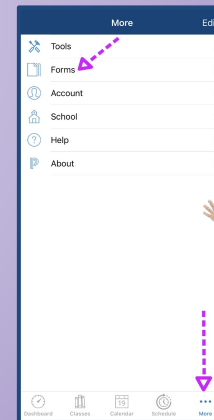
Alabama state law requires that students are present during school hours. Parents will be notified of student absences by an automated telephone system and by written notification according to the following guidelines:

- An automated telephone call will be made after each absence.
- A letter will be sent home after a student has accumulated five **unexcused** absences.
- After the seventh **unexcused** absence, a petition will be filed by the system's attendance officer to the District Attorney's office.

A written explanation must be provided within three days of the absence to be accepted and coded excused. Please refer to the attendance section in the Student Code of Conduct and Parental Reference for any other concerns you may have about the attendance policies.

If a child is absent more than 15 days, the Alabama State Department of Education considers him/her to be chronically absent. Points are taken away from the school on the A-F Accountability Report Card for EACH child who has 15 absences or more each school year, no matter the reason for the absence.

All parent and doctor notes for absences must be uploaded to forms in the Parent Powerschool Portal. You will get a notification that your note was received. Notes will not be accepted by teachers via e-mail, text, Seesaw, Class DoJo etc. If the school needs clarification on a note, you may be asked to bring in the original copy of a doctor's note.



Tardies:

Administration will monitor tardies and schedule conferences as needed. It is very important that your child be present at the beginning of the school day. Instruction begins at 7:40.

Breakfast, Lunch and Snack

Lunch Money:

You can put money into their account by sending cash, writing a check to The Mill Creek Cafeteria, or making payments through LINQ connect. The office should share information with you.

In the cafeteria:

Students can buy breakfast when they arrive on campus. They can bring a lunch from home or purchase a lunch from school. Menus are available at the Mill Creek Website! ...under "Nutrition". Students can purchase individual cartons of milk as well as snack items from the cafeteria. **Please let me know if you do not want your child to buy extra snacks.**

Breakfast is \$1.75 & Lunch is \$2.75.

On Friday, students can purchase ice cream.

Morning & Afternoon Snack:

Students will need to bring a healthy, non-refrigerated **morning and afternoon snack** as well as a **water bottle** from home **EVERY DAY**. If this is not possible for your family, please let me know. I am always glad to help!



Medication Drop-off

Prescription Medication will not be accepted without a physician's order.

All medications must be signed in by a parent.
DO NOT send medication with your child to the nurse.



3rd Grade

- 1 - Pencil Box, 8.5" x 5.75" x 2.5", Plastic
- 1 - Scissors, 5" Pointed Tip
- 12 - Glue Sticks, .21oz, Washable (Elmer's preferred)
- 48 - Pencils, No. 2, Presharpened (Ticonderoga preferred)
- 2 - Erasers, Large (Carnation/Pearl preferred)
- 2 - Highlighters, Accent Pen Style, Yellow (Sharpie preferred)
- 2 - Crayons, 24ct (Crayola preferred)
- 1 - Markers, Washable, Thick Tip, 10ct (Crayola preferred)
- 1 - Colored Pencils, 12ct (Crayola preferred)
- 8 - Dry Erase Marker, Chisel Tip, Black (Expo preferred)
- 1 - Folder, Poly Pocket and Prongs, Yellow
- 1 - Folder, Poly Pocket and Prongs, Red
- 1 - Folder, Poly Pocket and Prongs, Green
- 4 - Composition Book, Wide Ruled 100 Ct
- 4 - Sticky Note Pads, 3" x 3", 50ct (Post-It preferred)
- 1 - Headphones, Wired, Over the Ear, No Mic

Supply List



Our story begins here...

