

# **Welcome to Lincoln Elementary School**

## **August 2011**

### **A Note from the Principal, Mrs. Cruse**

On behalf of the Lincoln Elementary staff, I would like to welcome all families who will be attending Lincoln Elementary School this year. We look forward to working with you to make the school year a positive year for your child.

This year, I will continue to serve as the elementary principal for both Lincoln Elementary and Washington Elementary. In efforts to better serve the students and staff at both buildings, the elementary level will have the support from a new position entitled Dean of Students. This position will be held by Mrs. Marcia DeVore. Although Mrs. DeVore will be available to help at both elementary buildings, her primary responsibility will be to assist with the day-to-day functions at Lincoln Elementary. Mrs. DeVore will have an office at Lincoln and will be available each day from 10:30-4:00. I will maintain an office at both buildings, scheduling time at each building during the week.

Both Mrs. DeVore and I look forward to working with you to make the school year a positive year for your child. We invite you to visit, volunteer, or even have lunch with your child during the school year. We look forward to your attendance at parent/teacher conferences, school events, and PTO activities.

If you have questions, concerns, or information you want to share about your child, please feel free to contact your child's teacher or the elementary office at 257-6560. Questions regarding bus transportation can be directed to the transportation director, Gayle McInroy, at 257-6590.

We look forward to a positive partnership with you and your child this school year.

### **A Note from the New Dean of Students, Mrs. DeVore**

Welcome to the 2011-12 school year! As Dean of Students, I am excited to meet and work with the students and families at Lincoln Elementary this year. Families with older students may recognize me from the Charles City Middle School where I have taught language arts and reading for the past 12 years. The past two years I have also served as the Middle School Dean of Students.

As Elementary Dean of Students, one of my primary goals is to ensure that students have the necessary tools for academic and personal growth and success. I will be assisting Mrs. Cruse, the Lincoln and Washington principal, with daily administrative duties at Lincoln, particularly those dealing with student issues such as discipline, academic, or attendance concerns. I also look forward to recognizing the many successes of Lincoln students!

In addition to being at Lincoln, I will continue to teach two periods a day at the Middle School. Please feel free to contact me at the elementary office, 257-6560, with any questions or concerns you may have.

I look forward to working with each of you to create a positive school year for your child.