



**THREE VILLAGE
CENTRAL SCHOOL
DISTRICT**
Setauket Elementary School

The mission of the Three Village Central School District, in concert with its families and community, is to provide an educational environment which will enable each student to achieve a high level of academic proficiency and to become a well-rounded individual who is an involved, responsible citizen.

*Karen Mizell, Principal
Dr. Deana Rinaldi, Assistant Principal*

April, 2021

Dear Parents/Guardians,

It's that time of year when we begin the process of forming classes for the 2021-2022 school year. The process involves many variables and incorporates the input of your child's classroom teacher, special area teachers, school specialists and administration. As a parent, you are an important member of the educational team and we invite you to provide us with information to better understand your child's needs. Please know that our staff considers each child's academic, social and emotional needs as we form next year's classes. In addition to meeting each child's individual needs, we strive to create classes that are balanced academically, behaviorally, and socially; keeping in mind class size and boy/girl ratio.

Requests for specific teachers or classmates will not be considered. Your comments related to your child's placement should be written on the attached form and returned to the main office no later than Friday, April 29th. Please understand we cannot entertain requests for private meetings pertaining to placement. We will begin the placement process immediately after this date. Therefore, input received after April 29th may not be able to be considered.

As you are aware, the process of placement is a complex one which requires time and careful review. Over the summer, we will notify you via the Infinite Campus Parent Portal of your child's class placement. This is a web-based, student management program that permits parents and students with Internet access to view the students' school calendar, schedule, attendance, NYS assessment and Regent's scores, major units of study, major assignments, projects and tests and important event dates. Each parent or guardian is provided with their own private access to view your children in the Three Village School District. Parents who need to get their initial GUID key number to create their parent portal account can receive one from the Main Office. Photo identification is required to receive access.

Additional information regarding the opening of the school year will also be provided on The Setauket Website, http://www.threevillagescd.org/schools/setauket_elementary. We appreciate your cooperation and support of our efforts in this important process.

Sincerely,

Karen Mizell

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Principal

Cheryl Pedisich, **Superintendent of Schools**

Jeffrey Carlson, **Deputy Superintendent**

Gary Dabrusky, Ed.D., **Assistant Superintendent, Human Resources**

Kevin Scanlon, **Assistant Superintendent, Educational Services**

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