

**Dear Parents/Guardians of St. Matthew Catholic School:**

The planning process that will result in the school /class organization for the 2020-2021 school year will begin shortly. It is our hope that by sharing the information concerning school organization you will understand the care and thought required to develop a plan. The task is complex, time consuming and must be the subject of many revisions. The process begins shortly and continues right up to the final publication of class lists in September.

The primary goal at our school is to develop balanced classes. A balanced class reflects the diversity of our community and allows the variety of interests and talents of our learners to emerge and be appreciated. It is our hope that each new school year brings opportunities for students to meet new friends and expand their circle of acquaintances. We try to place the child where he or she will be able to work best and achieve the most success.

The staff at St. Matthew Catholic School are a group of dedicated professionals. Years of meeting the learning needs of children gives them the unique qualifications to make these decisions. It takes many hours of discussion, reflection, revision and consideration of alternatives to arrive at the best organization for our school. Therefore, as you can appreciate the decisions made by school staff are final, with the understanding that so much time and care has already been put into making them. We thank you in advance for your understanding of this very important matter.

Please note that parental input is important to us and is weighed with other criteria. **Please refrain from making specific teacher requests and/or include the names of students, other than your child.** Rather, if necessary, parental input sent to our administration, should focus on the learning style/unique needs of your individual child. We will have approximately 500 students in September and will do our very best to develop classes that will be formed in order to maximize opportunities for each child to learn and be successful! Your trust in our professional judgment is appreciated. **If you feel your input is necessary, please click [HERE](#) and ensure you submit by May 4<sup>th</sup>, 2020.**

Thank you again for your support and cooperation,

Mr. M. Simon and Mr. V. Chininea