

Dear Parents,

This year all of our home/school communication will take place in the **MUSTANG** Notebooks. This is a tool to help teach students some organizational skills and it keeps us adults organized too. In it you will find everything you need to stay current on what your son or daughter is doing at school. Your child's **M.U.S.T.A.N.G** Notebook (Managing Useful Study Tools (to) Accomplish Necessary Goals) contains the sections listed below. Please look at all of the sections on a regular basis.

1. **1st Clear Plastic Sleeve**- Introductory letter to M.U.S.T.A.N.G Notebook, **MUSTANG** Guidelines
2. **Parent Communication Section**: Here you will find a section of notepaper for parents and teachers to correspond. Check here for any personal notes from me. You can write any notes you need to send here also. This eliminates that hunt for paper when you need to write a note about Johnny going to Grandma's after school, and it solves the problem of lost notes. I do ask that you leave all correspondence in the notebook.
3. **2nd Clear Plastic Sleeve** - Respect and Protect Brochure
4. **3rd Clear Plastic Sleeve** - Monthly events and menu
5. **Dividing Folder - Important Notes and Send Back to School** - The pocket of this folder will contain notes from me, our principal, other school personnel or organizations. Some notes need to be returned the next day. Please use the front pocket of the binder to return signed papers, book orders along with a check made out to the book company in an envelope.
6. **Folder - Homework and Keep at Home** the right pocket of this folder will contain homework to be done and turned in the next day. Please help your child remember to put homework back in this folder when finished or when he or she is not working on it. This pocket may also contain papers with information to study. The left pocket of this folder will contain papers to keep at home.
7. **Student Planner** - Your child will write his/her assignments in the agenda each day. Spelling words will be written in on Monday.
8. **Geography Glossary**
9. **Independent Reading Log**

If you have any questions about the **M.U.S.T.A.N.G** Notebook, please contact me.

Respectfully,
Mrs. Grover