

# Robert P.T. Coffin Elementary School



20 Barrows St. Brunswick, ME 04011 • Phone: 207-319-1950  
E-Mail: [efunderburk@brunswick.k12.me.us](mailto:efunderburk@brunswick.k12.me.us) Web: [www.brunswick.k12.me.us/efunderburk](http://www.brunswick.k12.me.us/efunderburk)

August 1, 2017

Dear Parents or Guardians,

Greetings! Welcome back to Coffin School for what promises to be another incredible year. As most of you know by now, my name is Eric Funderburk, your child's grade 1 & 2 multi-age teacher for the upcoming school year. I want to welcome back our 10 returning 2<sup>nd</sup> grade families and students. Welcome also to our 10 new students who are entering first grade.

This will be my 7<sup>th</sup> year as a classroom teacher. I'm starting my sixth year here at Coffin School. I have been working on a mini-team with the multi-age teachers for three full years, but this will be my 2<sup>nd</sup> year formally teaching multi-age. I have taught first grade here at Coffin School & in the Lewiston School district. My undergraduate degree is in Communication Arts with a minor in English. I have an MA in Elementary Education.

I'm sure new families and returning families may have some questions about the new school year so we'll start with **important dates** and **our class website** to get us started:

1. **2<sup>nd</sup> Grade Gathering – Thursday August 17 from 6-6:30 PM @ Nathaniel Davis Park** (next to Tess' Market on Pleasant St) – This is the location and evening of Movies in the Park (feat. *Sing*), so everyone, including 1<sup>st</sup> graders, is welcome to drop by and say hello. This is an extra special opportunity for 2<sup>nd</sup> graders to reconnect with each other and for us to reestablish expectations & jobs as role models for our incoming 1<sup>st</sup> graders. We will have snacks to share also! RSVP by e-mail if you can make it.
2. **Drop in Evening – Thursday August 31 from 4:30-5:30 PM in Room 18** – All children are invited to stop by anytime between 4:30-5:30, to say "hello", see your new classroom, & to meet some new classmates
3. **First Day of School is Tuesday September 5** for all incoming first and second graders
4. **School-wide Open House Thursday September 28 – 6 – 7 PM** - This is a family night when children take ownership of sharing their classrooms with their families. All family members are welcome!
5. **More Information About This Year**
  - Our class website ([www.brunswick.k12.me.us/efunderburk](http://www.brunswick.k12.me.us/efunderburk)) is the best way to get more information about the multi-age format, schedule, science and social studies content for the new year, links, newsletters, etc. While the website site is still being fine-tuned, check back frequently as it is constantly being updated. I will update what our schedule will look like later in August
  - For first grade families who would like more information about multi-age programming please contact me at [efunderburk@brunswick.k12.me.us](mailto:efunderburk@brunswick.k12.me.us) I'm happy to schedule a time to share more!
  - **About Your Child:** First grade families: I'd like to learn a little bit about your child. When you have a chance, please go to <https://tinyurl.com/y9kk2wwc> (or click [HERE](#)) to fill out an About Your Child survey (2<sup>nd</sup> grade families may fill it out again as well). *I'm the only one who sees this information.*

**(See other side for Class Supply List)**



**Lastly, here is a list of our needs for classroom supplies.** Optional items are at the bottom of the list. Don't feel pressured to supply all of the optional items. If most families were able to choose 1 or 2 items on the optional list, we'd be set. Keep in mind that I try to have a few extras of all of these items (including folders, crayons, scissors and composition books), so if you're having trouble finding something, no worries:

**For All To Bring :**

- 1 pack of crayons
- 2 to 4 twelve ct-packs of Ticonderoga no. 2 pencils
- 2 hard case plastic pencil boxes– one for writing supplies, one for math supplies
- 3 sturdy plastic folders with **pockets and three holed fasteners – 1 RED & 2 GREEN**
- 1 four pack (or more) of thin dry erase markers – any color (Expo is a good brand)
- 1 box of tissues for the classroom
- 1 pack of eraser caps
- 1 black/white wide lined composition book (2<sup>nd</sup> graders only)

**Optional Items:**

- 1 box of quart sized **or** gallon-sized zip lock bags
- 1 pack of colored pencils
- Strips of sturdy velcro fasteners
- 1-2 boxes of eraser tops – any kind, any number
- 1 magic eraser cleaning sponge
- 1 pair of scissors – **with name or initials on handle**
- 1 package of multi-colored sharpies or thick dry erase markers

I'm looking forward to reconnecting with old faces and getting to know our new incoming first graders. Expect to find this letter sent electronically *and* sent as a hard copy letter in the mail. **With the hard copy letter, incoming 1<sup>st</sup> graders will receive some fun facts about myself.** We will collaborate on a similar "All About Me" project with students at the start of the year to get to know each other. **2<sup>nd</sup> graders will receive a secret code word or two in the mail with this letter.** Each 2<sup>nd</sup> grader will need to bring their code word(s) to the Thursday August 17<sup>th</sup> gathering at Davis Park to help piece together the secret message that will act as a class motto for this year.

In closing, I'm incredibly excited for our new adventure. I urge you to check out our classroom website **and** to fill out the About Your Child survey mentioned earlier. If you can, please stop by on Thursday evening, August 31 between 4:30-5:30. I'm seeing a lot of familiar names on our current class list. I'm thrilled to join you and your child on their new school year adventure. See you soon!

Sincerely,

Eric Funderburk