

Dear Parents/Legal Guardians,

*"If we teach today as we taught yesterday, we rob our children of tomorrow." (John Dewey)*

Welcome to a new school year. I am excited about the opportunity to teach your child and I hope that by working together we can do the most for your child's education. I believe that effective communication is important toward reaching that goal.

With that in mind, I have developed a classroom website to assist my students with their academic success. The following information is the layout and explanation of the website:

Go to **[www.metcalclassroom.com](http://www.metcalclassroom.com)**

**Welcome** page introduces the goals for the website. The red tabs located at the top of the page indicate different pages. On the right of the page is a calendar where current assignments will be posted for all classes that I teach. In addition, at the top right is an email link for direct communication with me. At the bottom right of the page is a tool for my students to upload assignments for submission. Some assignments will require students to use this tool. At the top left is the current date (This date is important for assignment submissions. All assignments must be submitted on or before the due date as noted in the class syllabus).

**Courses** page displays each course that I teach. Bulleted links are provided under each course for important information such as the course syllabus, handouts, permission slips, etc. The information is organized under the course with which it applies. Any current assignments for that course will be posted to the right of the bulleted links. The calendar and assignment submission tool are located to the right of the page.

**Mock Trial** page displays information for the mock trial team, such as meeting dates, practice locations, permission slips, etc.

**Photo Gallery** page displays an organized display of students and student activities.

**Questions** page displays questions posted from students and my answers to those questions. At the top of the page is an "Ask a question" button that enables students to ask a question that will be posted with the answer on that page. All questions are filtered before being posted. If a student asks a question that has already been asked and answered, I will reply to the email given on the "Ask a question" button and encourage the student to read the Question page for the information.

**Resources** page displays additional information such as links to the Steubenville City Schools website, Steubenville High School's website, etc.

I consider it a great privilege and responsibility to be your child's teacher this year and look forward to meeting each of you.

Sincerely,

Mrs. Metcalf