



## LAKEVIEW ELEMENTARY SCHOOL

7777 Mayfield Street, Burnaby, B.C. V5E 2J5  
Phone (604) 296-9018 Fax (604) 604-296-9070  
Principal: Mr. Cornell  
Head Teacher: Ms. Migliuri  
<http://lakeview.sd41.bc.ca>

September 11, 2019

Dear Parents:

At Lakeview, we continue to use student planners to help deliver our Career Education curriculum and be able to stay in communication with families.

You should expect your child to bring his/her planner home every evening and we expect he/she will return with it to school each morning. As a parent, you will be able to monitor daily homework assignments as well as long term projects and upcoming school activities and responsibilities. It also will provide the means by which you, as a parent, can communicate with the classroom teacher whenever you have the need to do so.

To ensure consistent expectations across the grades, the teachers have agreed to the following:

- all students will be taught how to use the planner properly
- time will be given at the end of each day in order for the students to complete their planners
- if the planner is not being used properly or forgotten frequently, the teacher will contact the parent(s) to work out possible solutions
- if a planner is lost, a replacement will need to be purchased.

Planners also encourage responsibility. To help foster this, your help is needed. Please check the planner each night to see what work is expected for the next day. Ensure that your child completes the expected work and then sign the planner.

All students are required to use a student planner as part of the daily classroom routines. **The cost of the planner is \$5.00.** You can pay for your planner using School Cash Online or send a cheque or cash to the classroom teacher by **September 18, 2019.** **School Cash Online is the preferred payment method.**

Yours truly,

Bruce Cornell  
Principal

-----  
Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Division: \_\_\_\_\_

Parent Name: \_\_\_\_\_

I have paid using: ☐ School Cash Online (preferred)  
☐ Cash  
☐ Cheque