

September 5, 2012

Dear Parents/Guardians of _____,

I am a Basic Skills/Beginner Readiness Teacher at the Jeffrey Clark School. The Beginner Readiness program is designed to provide children with additional practice opportunities in a small group setting. I work in conjunction with the classroom teacher reinforcing what they are learning in the classroom, as well as work on any additional areas of weaknesses identified. This letter is to notify you that _____ is being enrolled in our Beginner's Readiness program. Participation in the program is based on recent test scores and/or teacher recommendation.

Your child will be working with me for a maximum of 2 days per week, up to 30 minutes per session. Your child's teacher has probably already informed you of the program, however if you have any questions, please contact me via email:

distefanos@eastgreenwich.k12.nj.us.

I look forward to an exciting and productive learning experience this year with your child!

Sincerely,

Sherri L. DiStefano
Basic Skills/Beginner Readiness