

Dear Parent or Guardian,

Hello, my name is Ms. Pitts and I am pleased to have your young adult in English 10 CP. This course is designed to prepare students for a four-year college. We will be reading and writing in class every day.

I have 5 rules in my classroom; I expect students to follow them, as adherence to each of these rules is critical for learning to take place:

1. Show respect for yourself and others.
2. Use appropriate and polite language at all times.
3. Listen to and follow directions the first time they are given.
4. Be quiet immediately when requested.
5. Follow all school rules.

The students and I have discussed what each of these rules means and they are aware of the consequences for breaking these rules (these can be found on the syllabus).

Please take a few minutes to read our course syllabus, which I have given to your student; in it you will find important information about grading, making up missed work, the tardy policy, and other topics.

I would be happy to talk with you about your student's progress at any time. The best way to contact me is via email ([pittskn@spart6.org](mailto:pittskn@spart6.org)); if you would like to talk on the phone, please call Dorman (582-4347) and the receptionist will be glad to connect you to my voicemail. I will respond to emails and calls during first block (8:20-9:50) or after school. If at any time your student's grade drops below a 74, I will let you and your student know, as he/she may be in danger of failing the course.

Please complete and return the parent information form. If you provide your email address, I will send you emails to notify you of important due dates and other class events.

I look forward to working with you and your young adult this semester.

Sincerely,

Kristen Pitts