

August 18, 2009

Dear parents/guardians,

I would like to take this opportunity to welcome you and your student to Algebra II/Statistics. I am very excited about spending this year with your student. Please take time to read the class policies so that you will be familiar with my expectations. Note that I am willing to help your student before or after school as long as he/she asks me in advance. Encourage your student to keep up with his/her assignments daily, not to procrastinate on long term assignments, and to study for all quizzes and tests.

Please complete the information sheet attached so that I will have it on file if I need to contact you for any reason. If at any time during the year you have questions or concerns, you may call me at school (476-7045 ext. 3649) between 2:15 p.m. and 3:15 p.m. or email me (kaddison@spartanburg4.org) at any time. I am looking forward to teaching your child and am sure that if we work together, it will be a successful year!

Sincerely,

Katherine Addison

Algebra II/Statistics Parent Information Sheet

Student Name: _____

Parent Name: _____

Parent's Phone number: _____

Parent's Email: _____

I would rather be contacted by phone / email / either . (Please circle one.)

If you prefer a call, what is the best time to reach you at the above number?
