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Dennis M. Logan, District Clerk

April 2, 2009

Dear Parents:

The staff and I will soon begin the process for next year's class assignments. We hope that this information about our placement process will answer some of your questions. These guiding principles, which are based upon the latest research, are the guidelines that we follow when we create the new class groupings.

1. We will try to match the students learning style with the teachers teaching style.
2. We will try to separate students who should no longer be in the same classroom each day because of excessive distractions to each other.
3. We will insure that each class on the grade level has an even distribution of students in a heterogeneous group setting.
4. We will try to have an even distribution of boys and girls.

The process outlined above is our best way of making the best possible selection for your child. There are two extenuating circumstances which we will try to honor when determining your child's class assignment:

- A. If you do not want your child to be assigned to a teacher who has taught a sibling.
- B. If you do not want your child to be assigned to a teacher who is a close friend, relative or neighbor.

This process insures that every one of our classes will be fairly distributed. We are well aware that many of our parents have strong preferences for certain teachers and their teaching/learning style. Clearly, it is impossible to accommodate such requests for everyone. For that reason, it is the policy of our school that we cannot accommodate such request simply because we would find ourselves accommodating some parents and inevitably disappointing others. *Letters requesting specific teachers will be returned to you and therefore disregarded, with the exception of an item letter above.*

If you do have any issues that you believe we should know prior to your child's placement, please send a letter addressed to me by April 24, 2009. We hope this information is helpful to you as we look forward to the 2009-2010 school year. If you have any further questions about the process, please do not hesitate to contact me.

Yours truly,

*Dr. Peter A. Nicolino*

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