

February 13, 2017

Dear CPCC Instructors:

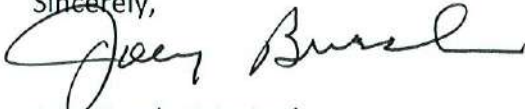
Charlotte-Mecklenburg Schools will be administering the ACT on Tuesday, February 28th to all 11th graders. Levine Middle College High School 11th graders will be taking the ACT from 9:00 a.m. until approximately 1:30 p.m. ACT rules prohibit students from receiving any instruction prior to taking the ACT; therefore, our 11th graders will miss all CPCC classes from 8:00 a.m. until approximately 1:30 p.m. on February 28th.

We are also required to conduct an ACT Pre-Administration meeting with our 11th graders prior to February 28th. This required ACT Pre-Administration meeting will be Friday, February 24th 9:30 a.m. - 11:00 a.m.

I respectfully request that all Levine Middle College High School 11th grade students be excused from your class on Friday, February 24th from 9:30 a.m. - 11:00 a.m. and on Tuesday, February 28th from 9:00 a.m. until approximately 1:30 p.m.

Thank you for working with our students. Levine Middle College High School 11th graders understand that they will be responsible for any assignments that they miss on February 24th and February 28th.

Sincerely,



Joey Burch, Principal

cc: Dr. Edith McElroy, Dean, CPCC Levine Campus