



HOLLAND BROOK SCHOOL

Paul Nigro, *Principal*

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Dear Third Grade Parent/Guardian:

One of the most important tasks I have as Principal is your child's class placement. This process starts before the end of the current school year with the Child Study Team holding meetings with me to share their program needs for next year. I also request written information about every student in regards to their academic performance and peer relationships. This information is provided to me by all third-grade teachers.

Parents often write to me to share their child's learning style and educational needs. I welcome this information and ask that you provide it to me no later than Friday, June 21, the last day of school. I will start this process immediately. If your information arrives after the 21st, it will be too late. Once I complete the class lists I share them with the school counselor to allow for his input. Over the summer I may adjust the lists as new students register.

Please note that I take all of your input and the input of my staff seriously. Due to the complexity of the process of student placement, changes will not be honored after class lists are finalized and released to you in August.

Have a great summer!

Sincerely,

Paul Nigro, Principal