

Trantwood Elementary School

2344 Inlynnview Road
Virginia Beach, Virginia 23454
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Dr. Jeanne Crocker
Principal

Mrs. Anne Glenn-Zeljeznjek
Assistant Principal

December, 2014

Dear Parent or Guardian,

Your student, _____ has been recommended by his/her teacher to receive FREE tutoring in **Language Arts / Math / Homework Support** through Trantwood's Peer Tutoring Program, which is available to students in grades K-5. Tutoring will take place every Wednesday afternoon in the cafeteria from January 21st to April 1st, beginning at 2:45 p.m. and ending at 3:30 p.m. One student from a group of highly motivated and recommended fourth and fifth graders will be assigned to tutor your student in his/her area of academic need.

Students will meet with their tutor each week to work on homework or supplementary assignments provided by your child's teacher. Transportation **will not** be provided for this program and will be the responsibility of the parent/guardian; carpooling is highly recommended. If you would like for your child to take advantage of this opportunity, please complete the bottom portion of this letter and return it to your child's teacher by **Friday, December 19th**. We are also looking for parent volunteers to help supervise the program; if you are interested please contact me at the number or email below. Thanks!

Sincerely,

Mrs. Lisa Lee

Trantwood School Counselor
Lisa.lee@vbschools.com
757-648-4012

I give my child, _____ permission to be a tutee in the after school Peer Tutoring Program. I understand that I will be responsible for his/her transportation home from school on Wednesdays at 3:30 p.m., and that late pickup three times will result in my student being released from the program.

Parent's Signature: _____

Date: _____

Child's Teacher: _____

Grade: _____



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