

8/25/2013

Dear parents,

Welcome to the start of the 2013/2014 school year! I am very excited to start this school year and to have your sophomore student in my English class. This year, we are going to focus on reading comprehension and writing in our classroom. At the end of this school year, your student will be taking the End of Course Assessment, so we will be focusing on skills that will help them prepare to take this test. We will be strengthening our writing skills in order to make sure we pass the exam with flying colors!

Just to introduce myself a little bit, I am a 2012 graduate from Manchester College. My focus in college was literature based. I love reading and analyzing literature, so our class will focus on reading comprehension and how reading can help our writing skills. I want to make sure that we always have an open line of communication. If you have any questions or concerns about the class or your student, you can contact me at [ekkatona@spartans.manchester.edu](mailto:ekkatona@spartans.manchester.edu), or call me at my class phone number, (219) 628-2230. I want my classroom to be open and as welcoming as possible, along with having an active learning environment for students. If you ever have a question or concern, please do not hesitate to contact me.

Attached to this letter is a copy of the classroom rules, grading and grading scale, and classroom procedures. Please read over these items and sign the form below that acknowledges that your student showed you this letter and that you have read it. There is also a spot for the best way I can contact you, whether by phone or email, and a spot for the best time to reach you. That way, if I need to reach you for any reason, I have your information. You or your student can cut the bottom off and they must turn it in by the end of the week.

Let's make it a great school year!

Emily Katona

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**\*\*Please fill out this section and have your student turn it in by the end of the week.\*\***

Student's name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email (if you have one): \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_