

# Huth Road Elementary School

Kerri Nowak, Principal

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April 22, 2016

Dear Huth Road Families:

The process of organizing classrooms each year is a complex one. Educational research and professional knowledge of how children best learn must be considered when placing children in classrooms.

Our primary goal is to create a balanced classroom considering student abilities, learning styles, gender, and special needs. Current grade level teachers, special area teachers, and the principal are responsible for organizing classrooms. The principal will conduct a final review of class placements.

Please be assured that your child's needs will be carefully and thoughtfully considered in the placement process. Parents or guardians who feel the need to provide *additional* information that has not already been provided about their child are welcome to do so in the form of a letter to the principal. The type of information that is most helpful might include testing completed by an outside agency or information about your child's learning style that his/her teacher may not already know. Please note that it is the school district's practice to decline requests for specific teachers. **This information must be received by May 3, 2016.** No change in classrooms will be made after placement letters are received in August.

Thank you for your attention in this matter.

Sincerely,

A handwritten signature in black ink that reads "Kerri A. Nowak".

Kerri A. Nowak, Principal

KAN/eso