



LOS ANGELES UNIFIED SCHOOL DISTRICT
MEMORANDUM

(LETTERHEAD)

PARENT NOTIFICATION
Summer School Transition

To the Parent/Guardian of _____
 (Student's Name)

 (Date of Birth)

 (Grade)

 (Elementary School)

Your child has been selected to participate in a special four-week Summer School Transition Program. This program is designed to help your child make a successful transition from elementary to middle school and is offered at the middle school. The program is offered during Summer School, July 7 – August 1, 2008, 8:00 a.m.-12:20p.m. Enrollment is limited and offered on a first-come basis.

The Summer School Transition provides a mathematics course and a study/literacy skills course. These courses will focus on academic learning and also include activities on team building, personal development and group projects that will help your child develop friends among the incoming 6th grade students. Attendance is critical. It is important to make a commitment to send your child each day of the program. By attending, your child will have the unique opportunity to know their middle school, teachers and classmates.

A Summer School Transition Parent Orientation Meeting is scheduled to explain the program. The meeting information is as follows:

Parent Meeting Date: _____ Time: _____

Middle School: _____

It is important that you and your child attend this meeting. We look forward to welcoming you and your child to our school and preparing him/her for a successful middle school experience.

Please complete the information below and return this form to your child's teacher. We look forward to your child participating in this program. If you have any questions, please call _____ at _____.

Sincerely,

 Principal's Signature

 Date

Parent/Guardian Statement:

I have received and understand the above information regarding Summer School Transition and am committed to have my child attend every day. I understand that my child is being provided this opportunity on a first-come basis.

Yes, I give permission for my child to attend.

No, I do not give permission for my child to attend.

 Student's Name

 Parent's Signature

 Date

 Home Address

 Telephone #