

October 4, 2007

Dear Mr. and Mrs. \_\_\_\_\_,

As follow-up to previous conversations, we would like to invite you to a meeting on Wednesday, October 10, 2007 at 7:15 in the conference room. The purpose of this meeting is to share information about your child, and to discuss how we can work collaboratively to provide school support. Staff members who work with your child will be at the meeting. If there is anyone you would specifically like to attend from school or elsewhere, please let us know. If this time will not work for you, please let us know so we can reschedule.

Attached is a parent survey. This information will help the school staff in learning about how you see your child. Please return the parent survey prior to the meeting. Attached you will also find a description about the Problem-Solving Team and Process. Please let me know if you have any questions or concerns about this process.

Sincerely,

Jennifer Schulte, Ph.D.  
School Psychologist  
RtI Coordinator  
328-5574  
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