



Pembroke Elementary School

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"Mustangs Are Wild About Learning"

September 28, 2009

Greetings School Planning Council Members

Congratulations for being selected to serve on the Pembroke Elementary School Planning Council (SPC)! Our first meeting will be Thursday, October 1, 2009 at 7:00 pm in our Special Programs Room. Please plan on a 90 minute meeting for the first meeting. Thereafter, we will do our best to keep our meetings to an hour. There will be 4 meetings this year. Attached to this letter is the meeting agenda for Thursday.

The SPC has a very important job to do. We develop and oversee the Plan for Continuous Improvement (PCI). The PCI is written by the leadership team, which is composed of the principal, the assistant principal, the academic coordinator, the school improvement specialist and department heads (math, reading, social studies and science). School committees also have a vital role in the Plan for Continuous Improvement. Each meeting we will receive a report from our committee representatives.

I would like to encourage our parents to consider serving on one of our committees. The Pembroke Elementary School Committees are: Mathematics, Language Arts, Student Programs, Attendance, Partners In Education, and Technology. You will receive information on each committee and their goals on Thursday, October 1, 2009.

Finally, I want to thank you for agreeing to serve on our School Planning Council. I look forward to seeing you there. Please call the school at 648-3320 if you are not able to be there next Thursday, October 1, 2009.

Sincerely,

Linda S. Hayes