

TO: < Principal’s Name >

FROM: Susan Bohan, TRC-M Director

Lindsey Picone, TRC-M Secretary

DATE: May 1, 2011

SUBJECT: **ESC VI TRC-M Mathematics Teacher Mentors**

Congratulations! I am pleased to inform you that < MTM’s Name > has been approved to continue in the Mathematics Teacher Mentor component of the M/SFS Texas Regional Collaborative for Excellence in Mathematics Teaching grant. We are excited to provide this leadership opportunity for your teacher.

The MTM Summer Academy begins Monday, July 11, 2011 from 9:00 am until 3:30 pm at the Education Service Center, Region VI Professional Development Center. For this special first day event, we plan to provide lunch for all mentors and encourage you to attend if your schedule permits.

We are excited about the grant project opportunities. Teachers will share their expertise, resources, and instructional ideas that directly support the best possible mathematics instruction for all students. We look forward to our academy and continuing the work toward improved student achievement.

If you find that you are unable to join us for lunch, please let us know. For questions or if you need further information, please do not hesitate to contact us:

Susan Bohan Lindsey Picone

TRC-M Director TRC-M Secretary

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