Dear Parent,

My name is Mrs. Bethany Hufnagel and I will be teaching your son or daughter Grade 12 Advanced Functions (Mathematics) this semester.

I wanted to introduce myself and provide my contact information so that future correspondence will be easy between us. You can reach me at bhufnagel@cise-eg.com. This is probably the best way to contact me at first, but if you prefer to talk by phone or in person, we can schedule a day and time through email or through the secondary office. Please complete and submit the bottom portion of this letter with your contact information or email me with the same information.

I want to be sure that you can be as involved as possible in your child’s learning for the duration of this course. I have let all students know my availability for extra help, including during lunch time and after school on Mondays and Wednesdays. The course website is msbethanycise.weebly.com

One way you can be involved with your child’s success in this course is to ask him or her about their plan for being successful in this course and to ask how quizzes, learning skills, and other class activities are going. I will be posting review materials for the students on the course website.

Please do not hesitate to be in touch with me.
Sincerely,
Mrs. Bethany

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MHF4U Student Name: __________________________________________

Parent Name: ________________________________________________

Parent Email: ________________________________________________

Parent Phone: ________________________________________________