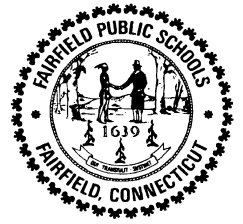


ROGER LUDLOWE MIDDLE SCHOOL

689 Unquowa Road

Fairfield, CT 06824-5010

Phone (203) 255-8345 - Fax (203) 255-8214



Megan Tiley, Principal
Ian Banner, Assistant Principal

Karin Shaughnessy, Assistant Principal
Steve DeAngelo, Dean of Students

September 14, 2016

Dear Parent or Guardian:

We would like to take this opportunity to officially invite you to the Roger Ludlowe Middle School Open House. This year's Open House is planned for Thursday evening, September 22, 2016, from 7:00 p.m. to approximately 9:00 p.m. Open House will be a full-school event, and to ensure we begin on time, we ask that you try to arrive no later than 6:45 p.m. since parking will be at a premium.

Please also note that this is a parent's only event, and students are scheduled to attend the evening.

Open House will provide you with an exceptional opportunity to meet your child's teachers and introduce yourself to them. At this time, you will also receive information about the expectations your child's teachers have for their classes, the instructional strategies that will be utilized, as well as the curriculum to be delivered in each subject. As a courtesy to all parents and teachers, please refrain from asking specific questions about your child during the Open House evening, as this is a time to provide general information and an overview of our school and your child's classes. Furthermore, Open House is not the only opportunity you have to meet with your child's teachers. Individualized information pertaining to your child can be obtained throughout the year by contacting your child's teachers or school counselor to request a personal conference. Additionally, parents will be invited to attend a parent/teacher conference in October.

You will begin the evening in your child's homeroom. For the night of Open House, you will need to know your child's crew, homeroom teacher and room number. This information is available on Infinite Campus. The schedules, which you will be following during the Open House, will be in your child's homeroom on the evening of September 22.

The rotation of classes for the evening will be based on a typical Thursday school schedule. Additionally, we want to ensure that you are provided an opportunity to see as many of your child's teachers as possible. However, and in regards to PE and music, please attend the presentation for the one that your child has noted on his or her schedule for Thursday.

The Roger Ludlowe Middle School PTSA would also like to remind you to sign up for our weekly Dawgbytes email blast, and to do so, you must go to www.rlmspta.com.

We look forward to seeing you all at Open House.

Sincerely,

Megan Tiley
Principal

Karin Shaughnessy
Assistant Principal

Ian Banner
Assistant Principal