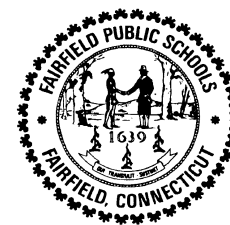


ROGER LUDLOWE MIDDLE SCHOOL

689 Unquowa Road

Fairfield, CT 06824-5001

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



Megan Tiley, Principal
Karin Shaughnessy, Assistant Principal

Ian Banner, Assistant Principal
Steven DeAngelo, Dean of Students

April 25th, 2018

Dear Parent(s)/Guardian(s),

It is hard to believe that in a few weeks your child will be participating in the Roger Ludlowe Middle School Closing Exercises.

During the last weeks of school, we have several grade activities planned for students and parents as well.

The activities, in order of occurrence, are as follows:

- **Tuesday, May 29, 2018** 3:15-4:15
RLMS 8th Grade Awards Assembly
RLMS Auditorium
This event is an invitation only event. Parents/Guardians will be notified in early/mid-May if their child is a recipient of an 8th grade award.
- **Wednesday, June 6, 2018** 8:15a.m.-3:45p.m.
Holiday Hill Field Trip
- **Thursday, June 7, 2018** 6:30 – 8:30 p.m.
Grade 8 Semi-Formal Dance *
RLMS Gymnasium
*(Regardless of what your child's instructions are, all parents are expected to be in the parking lot for pick up from this dance at 8:15 p.m.)
- **Wednesday, June 20, 2018**
Yearbook distribution & signing
for 8th grade students
- **Thursday, June 21, 2018** 9:45 a.m.
Closing Exercises
RLMS – Main Gymnasium **

** June 21st is a half day for students. 8th grade students will be permitted to leave with a parent/guardian following the ceremony. Any younger RLMS siblings attending the ceremony would need to bring an early dismissal note in advance or be signed out in the main office. Students returning to class following the ceremony will need to sign back in and return to class for the remainder of the school day.

Each family will be allowed four tickets per family for this event (technically 5 since each graduate does not require a ticket). We are confident that if you need more than four tickets you will be able to secure them via your child asking their classmates for tickets they will not be using. In addition, if you do not need all of your tickets please inform your child so that a swap between the students can take place. Unused tickets should also be turned into the main office for distribution. **It is important that your child clearly**

understands how many tickets your family needs and does their best to secure this amount.

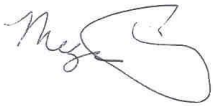
Tickets will be distributed to your child on Wednesday, June 20, 2018 during homeroom.

Graduation attire: It is recommended that boys wear a shirt, tie and blazer. (If you are in need of a jacket, please contact Mrs. Eckert as soon as possible as we have a few extras. Any borrowed jackets will need to be returned to the office immediately after the ceremony). Girls should wear a dress, skirt or appropriate pants.

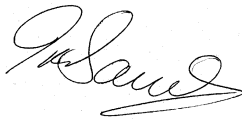
We hope this packet proves to be helpful in organizing these events. We look forward to seeing as many parents as possible at the parent activities and wish you well in your high school experiences. Please also keep in mind during this busy time that if it is necessary for your child to be picked up early, a note should be sent in with your child that morning so that they receive an early dismissal pass from the office.

On behalf of the Roger Ludlowe Middle School Staff, thank you for your support and sharing your children with us.

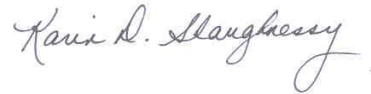
Sincerely,



Megan Tiley
Principal



Ian Banner
Assistant Principal



Karin Shaughnessy
Assistant Principal