



N. Ristau
English 11

January 5, 2022

Dear Parents:

I am pleased to welcome you and your child to *English 11*. My overall goals involve the following: to motivate your child to reach beyond his/her comfort level of learning; to discover a new level of potential; and to acquire the necessary skills that will help him/her to succeed in Reading and Writing as he/she moves onto the next level of English.

The necessary Reading and Writing skills that your child will be exposed to are sequenced by Westmoreland County Public Schools and are guided by the Virginia Standards of Learning (SOLs). The syllabus shows the breakdown of these skills according to their headings; via my web page (nristau.weebly.com), you and your child can also access a complete listing of the headings and subheadings that each standard entails. Finally, the syllabus provides a wealth of information regarding the grading scale and the daily procedures and rules for the classroom.

Together, I truly believe that we can ensure that your son or daughter has a successful semester in *English 11*. In working together, I encourage parent/teacher communication via email, telephone, or a personal conference. The best time to reach me at school is between 11:30am-1:00pm. I am also available anytime via email at ristaunj@wmlcps.org.

Please sign this letter below to indicate that you have read the syllabus with your child. You can either send it back directly, sign it electronically via Google Classroom, or take a picture of it and email it to me. THIS LETTER SHOULD BE RETURNED TO ME BY FRIDAY, JANUARY 7, 2022.

Student Signature: _____	Parent Signature: _____
Print name: _____	Print name: _____
Block _____ Date _____	Date _____ Phone # _____
	Email _____