

Totowa Borough Public Schools
Washington Park School
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Patricia Capitelli
Chief School Administrator

Michael O'Brien
Principal

November 2, 2016

Dear Eighth Grade Parents and Guardians:

This is to advise you of a mandatory meeting scheduled for Tuesday, November 15, 2016 to discuss the eighth grade trip to Washington, D.C. which is schedule for Thursday, and Friday, March 30, & 31, 2017. This trip is open to all eighth grade students who meet the guidelines for extra curricular activities. It is necessary for your child to satisfy the requirements of the guidelines for the next marking period in order to be eligible for participation.

Meeting Date: Tuesday, November 15, 2016
Time: 7:00 p.m.
Place: Washington Park School Cafeteria

Present at this meeting will be the eighth grade teachers and myself. Students are encouraged to attend and must sit with their parents/guardians. We will provide an overview of the trip and an itinerary. Also, at this time a deposit of \$300.00 will be collected. **(This deposit is non-refundable unless the student is declined participation due to an accumulation of 10 or more discipline points).** Please pay by check or money order ONLY, and make your check/money order payable to the "Washington Park School Activity Account" and note your child's name in the memo section of the check.

Please return the bottom portion of this notice to school by Friday, November 11 , 2016

Thank you.

Sincerely,


Michael O'Brien

2017 Eighth Grade Washington D.C. Trip Meeting

_____ I/We will attend this meeting on Tuesday, November 15, 2016 at 7:00 p.m.

_____ My/Our child will not participate in the Washington, D.C. trip.

Student _____

Homeroom number _____

Parent/Guardian signature _____