

**Frank I. Brown Elementary School
37 Highland Avenue
South Portland, ME 04106**

**Margaret Hawkins, Principal
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June 17, 2009

Dear Brown School Families,

As we bring the 2008-2009 school year to a close I'd like to thank everyone in the Brown School community for your support throughout the year. As trite as the expression has become, it really does take a village to raise a child. We are very proud of the work that we do here but we couldn't do it without you. Thank you and best wishes for a happy, healthy, safe summer.

As we prepare to reopen for the 2009-2010 school year please plan to join us for our annual Back-to-School Open House on Monday, August 31st from 5-6:30 p.m. I'll send a reminder letter in mid-August. We have some staff changes to tell you about. Here is the staffing plan:

K-Mrs. LaRose
K-Mrs. Nason-Tierney
K-Mrs. Schuler
1-Mrs. Dixon
1-Ms. Gilhooly
1-TBA after the 6/24 School Board meeting
2-Mrs. Burns
2-Mrs. Weeks
3-Ms. Reinhold
3-TBA after the 6/24 School Board meeting
4-Miss Hoffman
4-Ms. Kandoian
4-Mrs. McNeely
5-Mrs. Baker
5-Mrs. Briggs

If your child is in one of the classes where we are awaiting School Board approval you will receive a letter in the mail with the new teacher's name right after that meeting. As you can see some teachers have changed grade levels. These changes were made to help us better match teacher strengths and student needs. You will also notice that we will have 15 classroom teachers. This will necessitate turning the Teachers' Room into a classroom. We had to do this once before and it worked quite well. The Conference Room will serve as the Teachers' Room.

Thank you again for another great year.

Sincerely,

Margaret Hawkins, Principal