

Dear Parent/Guardian:

I would like to take this opportunity to welcome you and your child to my class and to tell you a little about myself. I am a third generation educator, and I believe that I went into teaching for the same reason that my mother and grandfather did before me – to make a difference.

In my twenty-seven years as a teacher, I believe I have made a difference in the lives of many of my students, and I believe that much of my success, as well as their own, stems from my beliefs that all children can learn, and even more importantly, that all children must learn if they are going to be successful in today's increasingly complex and competitive society.

I also believe that much of my students' success is the direct result of interested and informed parents. Your support and encouragement in your child's education is just as important as my years of training and experience. If you don't take an interest in your child's future, and support our efforts here at the school, then he or she will be less likely to succeed. Together we can help your child reach his or her full potential.

I maintain high expectations of all of my students, and I provide them with a comfortable, structured learning environment in which to achieve them. I utilize educational technology whenever possible, but I also believe that students must have a firm grasp of the fundamentals in order to build a solid foundation in the subject matter.

I have a no-cell-phone policy in effect in my classroom. If a child has his or her phone out during class, it will be taken up, and students will have to get it back from the office at the end of the school day. While today's smart phones can be valuable tools for communication and excellent sources of information of all types, it has been my personal experience that they are usually an unnecessary distraction in the classroom.

In addition to this letter, I have provided you and your student a copy of my class rules, procedures, and expectations. Please read through it and feel free to contact me if you have any questions or concerns. **Please sign and return this letter to acknowledge that you received it and the copy of my class rules and expectations.**

I look forward to working with you and your child this year. If you ever have any questions or concerns, please don't hesitate to contact me. I can be reached by email at [rhoward@ccisdtx.com](mailto:rhoward@ccisdtx.com). I can also be reached by phone during second period at 936-398-2543. Additional class information and materials can be found on my website at <https://rhowardsenglishsite.weebly.com/>.

Sincerely,

*Robert Howard*

Robert Howard  
Corrigan-Camden High School

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Parent/Guardian Signature

Contact Phone Number

Email Address