

**Dr. Phillips High School**

**6500 Turkey Lake Road**

**Orlando, FL 32819**

August 20, 2012

Dear Parent or Guardian:

Please review the syllabus I sent home today with your student. I would like for you to be involved and knowledgeable about what is being covered in English in this very important senior year. I am very excited about the curriculum and preparing my students for college life.

I would like to be able to communicate with you if I have any concerns as well as to invite you to participate whenever possible in student projects. Please fill out the bottom of this letter with a daytime telephone number and/or email address where I might reach you. My email address is **marylouise.wells@ocps.net**, and you may also reach me through voicemail: 407.355.3200 x6054821. You are welcome to visit my teacher website for more information about class projects as well: **http://teacherpress.ocps.net/wellsml**. Another way for you to note your student’s progress is by logging on to **parentaccess.ocps.net** to review grades in each class.

I look forward to working with your student!

Sincerely,

Mary Louise Wells

AP Literature Instructor

Student Name (print) Period

**I have reviewed the course syllabus for my student’s senior year in English.**

Signature Date

Parent/Guardian Name (print)

Daytime Phone Cell Phone

Parent/Guardian email