

☞ Washington Township School District ☞
“*Making a Difference*”

Brass Castle School
16 Castle St.
Washington, NJ 07882
908-689-1188
Valerie Mattes, *Principal*

District Central Office
Old Schoolhouse
One East Front Street
Washington, NJ 07882
908-689-1119
Roger A. Jinks, *Superintendent*

Port Colden School
30 Port Colden Rd.
Washington, NJ 07882
908-689-0681
Keith T. Neuhs, *Principal*

February 21, 2014

Dear Parents / Guardians:

The Port Colden School will be hosting a “read with your child” event on Monday, March 3, 2014. We invite parents/guardians to visit their children’s classroom and read to their child. An invitation with the reading time will be sent home with your child. Please check your schedules and indicate if you plan on attending by returning the bottom portion of the invitation to your child’s teacher.

In order to have the least amount of disruptions to our classes, the staff and we ask you to adhere to the following necessary requests:

- For security reasons you must check in at the main offices before proceeding to your child’s class;
- Quietly enter the room without speaking to the teachers, pupils or other visitors;
- Limit your stay to the time indicated on the invitation.
- Siblings may **not** accompany you in the classroom. Please make childcare arrangements;
- Please turn off cell phone or place on vibrate while in the classroom.

We hope you will be able to attend this special reading event.

Should you have any questions please feel free to contact the school.

Sincerely,

Mr. Keith Neuhs
Principal Port Colden School