

Camelot Academy

809 Proctor Street, Durham, NC 27707
Phone: 919-688-3040 * Fax: 919-682-4320

September 7, 2018

Dear Parent:

As you already know, our school schedule allows for a **Faculty Planning Retreat Wednesday afternoon September 12th and on Thursday and Friday, September 13th and 14th**. *The school will be closed for Middle Grades and Upper School as of 12:15 PM on Wednesday and for the Whole School on Thursday and Friday.*

In a few weeks, we will host **Parent Night (a required parent event)**, where you'll learn more about general class expectations and routines in each of the subject areas.

- **Upper School meets Thursday, September 20th from 6:30 – 8:30 PM**
- **Lower School & Middle Grades meets Thursday, September 27th from 6:30 – 8:30 PM**

Our retreat agenda will focus primarily on interpreting student pretest results, writing Progress Plans, making schedule adjustments, dealing with other logistical concerns and responding to your feedback and questions. This is truly a critical time to “fine tune” our plans for the year and *your input is very helpful*.

Please use the space below to note your feedback or questions and **be sure to have this form returned by Monday, September 10th**, so that we may incorporate parent items in our agenda. So that we know every parent has received this form, please sign and return it to the office regardless of whether or not you have feedback.

Thank you in advance for your time and input.

Sincerely,

Thelma DeCarlo-Glynn
Director

Student Name: _____ *Initial here if you have no feedback* _____

Parent Signature: _____

Comments, Questions or Feedback for the Retreat: