



PORTLAND PUBLIC SCHOOLS

ALTERNATIVE EDUCATION SERVICES

2508 N.E. Everett / Portland, Oregon 97232

Telephone: (503) 916-5783 • FAX (503) 916-2712

May 9, 2000

Bruce Marron
1829 SW Cable
Portland OR 97201

Dear Bruce:

Congratulations, you have been selected to teach in the Summer Scholars 2000 High School program at Benson. Open registration will determine our FINAL staffing needs and actual hiring of specific teachers. Your teaching assignment will be in the area of Chemistry 1-2, contingent upon enrollment of twenty students in the class.

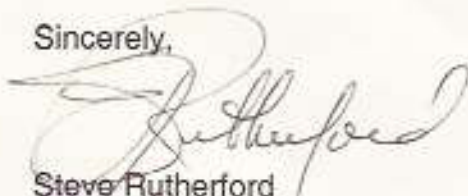
Please plan to attend our first staff meeting and luncheon on **Thursday, July 6, 12:00 to 1:00 p.m.** in the **Benson High School library**. If your plans change for the summer, or you are unable to attend the luncheon, please notify our office at 916-5858, ext. 457, as soon as possible.

Summer Scholars begins on **Monday, July 10** and continues through **Friday, August 18** (8:15 a.m. to 12:00 noon). As the program is only six weeks in length, teachers will be expected to fulfill their teaching assignment without outside obligations.

Teachers will have access to the Benson or Marshall book room for textbook checkout. Dates and times of access will be announced at the luncheon. Also, at the luncheon, please indicate any other needs including audio visual. **Please submit a tentative outline of your course curriculum and text(s) you plan on using in your class by June 23rd.** Returning teachers with outlines already on file need only submit changes to their course curriculum. This information will be useful in designing courses in the future and may benefit teachers new to our program. You may fax this outline to our office at 916-2712 or mail it to Alternative Education Services, 2508 NE Everett St., Portland, OR 97232. Thank you for your assistance in this matter.

I am looking forward to seeing you at the luncheon on July 6th at Benson High School.

Sincerely,



Steve Rutherford
Summer Scholars Principal