

*October 5, 2016*

*Dear Dr. Kelley,*

*I would like your permission to accept funds from the PTO pending Board Approval to pay for tutoring services during our daily Passport reading time. I would like to hire a certified reading teacher to work with small groups 2 hours a day, 5 days a week in grade levels K-3<sup>rd</sup>. This additional support will allow for our reading groups to be smaller in size and allow for more specific instruction. Please see the attached memo from our Co-PTO presidents.*

*Thank you in advance for your consideration.*

*Faith Cole  
Mann School*