

Date

Dear \_\_\_\_\_,



Welcome to the Stinger Family! I wanted to reach out to you and introduce myself. My name is Melissa Geffre and I am the building instructional coach at Stratmoor Hills Elementary. I will have the pleasure of working with you and the rest of our Stinger staff this year to meet the academic needs of Stinger students.

We are so thrilled to have you as a valuable member of our staff. Your expertise will be such a great part of our second-grade team! Thank you for choosing Stratmoor Hills.

I am looking forward to getting to meet you in person very soon. I hope to come to New Staff Institute or the mentoring week at the building to meet you.

See you soon,

