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## Derry Cooperative School District #1

NH School Administrative Unit #10

CHRISTOPHER K. KELLAN  
Assistant Superintendent for Student Services

CARA J. KUEHL  
Director, Federal Projects

LISA J. LONG  
Director, Supplemental Services

April 6, 2017

Dear Parents/Guardians:

Presently, your child is scheduled to attend Gilbert H. Hood Middle School (GHHMS) for the 2017-2018 school year. As a result of the need to balance enrollment for the 2017-2018 sixth grade class, approximately fifteen (15) incoming sixth grade students who would be attending GHHMS will need to be reassigned to attend West Running Brook Middle School (WRBMS). This letter outlines the process to have your child considered for reassignment to WRBMS instead of GHHMS. Please understand that within this process not all volunteers may be selected.

If you would like your child to attend WRBMS, there will be three options for transportation. The first option will be for you to transport your child to and from WRBMS. The second option involves transporting a number of students chosen from an area in which an established WRBMS bus could transport these students. The third option will be that of a shuttle bus. Please be advised that shuttle bus students lose up to 20 minutes of instruction at the end of each school day. If your child is selected to attend WRBMS, this will be for all three years of middle school. At this time, this option is not available for younger siblings.

Criteria used in the selection process will include: forms being returned to the office of the Superintendent of Schools to be date and time stamped; consideration of lost instructional time on student learning; and potential impact on current bus routes.

If interested, please complete and return the enclosed form no later than Friday, April 14, to the office of the Superintendent of Schools at 18 South Main Street. Forms will be accepted in person, by mail, by fax (432-1264), or email. Please use the following email address: [mtaglilatela@sau10.org](mailto:mtaglilatela@sau10.org). You will be notified about reassignment decisions no later than May 2, 2017. If you choose not to return the form by April 14, 2017, your child will attend GHHMS as planned.

If you have any questions, please feel free to contact one of your building administrators. Thank you for your time and consideration.

Sincerely,

MaryAnn Connors-Krikorian, Ed.D.  
Acting Superintendent of Schools