March 29, 2018

Dear Parent/Guardian,

I will be teaching your child’s chemistry class during Mr. Bodri’s leave of absence. I am certified to teach Chemistry and Middle School Math in Pennsylvania. I also have a background in industry as an analytical chemist.

During Mr. Bodri’s last two weeks in school, I observed your children in his chemistry classes. Additionally, Mr. Bodri has shared lesson plans and assignments with me for the duration of his absence*.* This should allow for a smooth transition, creating as little disruption as possible in the education and learning environment of your child.

I look forward to helping your child learn in the science classroom. Questions and concerns can be forwarded to me by email: rmichener@neshaminy.org.

**Sincerely,**

**Ruth Michener**

**Neshaminy High School**