

January, 2012

Dear Parents:

Again this year all Rutherford fourth and fifth grade students will participate in a keyboarding program. The purpose of this course is to enhance students' ability to perform at a computer keyboard which will be a necessary skill as they progress in their education. Students will receive instruction from a certified typing teacher. Lunch for fifth graders will be eaten in school before the keyboarding period.

The schedule for the keyboarding program is as follows:

Jan. 24 – Feb. 22	11:25 -11:55 11:58 -12:33	Mrs. Kacher Mrs. Smith
Feb. 24 – March 22	11:25 -11:55 11:58 -12:33	Mrs. Sandmeyer Mr. Evtimovski
March 26 – April 30	11:25 -11:55 11:58 -12:33	Mrs. Murphy Mrs. Scrimenti
May 2 – May 31	11:25 -11:55 11:58 – 12:33	Mrs. Guglielmotti Mrs. Garabedian

Should you have any questions, please contact the office.

Very truly yours,

Joan Carrion

cc: Mr. Placenti
Mrs. O'Donnell
Mrs. Drewes
Teachers, Grades 4-5