

September 22, 2006

Terry Feller
Everett Public Schools
4730 Colby Ave.
Everett, WA 98203

Dear Terry:

You would be the perfect addition to the Career and Technical Education Business Advisory Committee. Your leadership as an executive staff assistant for the communication department of Everett Public Schools and your oversight of volunteers and interns are perfect skills to add depth to the discussions of this group. Vocational advisory committees help to ensure that students graduate with a career plan and enter the workforce with current job specific skills.

The Career and Technical Education program in Everett Public Schools contains ten areas of learning, each with their own advisory committee. Each committee is made up of representatives from industries that give feedback to ensure that lessons taught in the classroom align with current standards. As a member of this committee you will be asked to give input in your area of expertise.

Enclosed in this packet you will find:

- Business Advisory Committee Job Description
- Everett Public Schools Partnership Brochure
- Everett Public Schools District Guide and Boundary Map

The committee meets four times per year, and the first meeting of the year is scheduled for:

Monday, October 30, 2006, 5-7:00 p.m.
Everett Public Schools - Longfellow Annex
3715 Oaks Ave, Everett 98201

The entrance to the Annex is behind the Longfellow building. Enter the parking lot from 38th.

Please take time to review the enclosed information and feel free to call me with any additional questions.

Sincerely,

Lauren Hadley
Partnership Coordinator