

November 26, 2002

Karen Traversie
Edmonds Community College
20000 68th Ave. W.
Lynnwood, WA 98036

Dear Karen,

Rose Smith informed me that you have agreed to serve on the General Advisory Council of the Career and Technical Education program of Everett Public Schools. I thought you would appreciate an overview of the Council and an outline of your role.

The Career and Technical Education program in Everett Public Schools contains four pathways of learning; business and marketing, health and human services, agriculture and science and technology and industry. The General Advisory Council is made up of representatives from these four areas and serves to give feedback to ensure that lessons taught in the classroom align with industry standards. As a member of this council you will be asked to give input in your area of expertise.

Enclosed in this packet you will find:

- General Advisory Council Member Job Description
- General Advisory Council Operating Procedures
- Everett Public Schools Partnership Brochure
- Everett Public Schools Strategic Plan Progress Report to the Community
- Everett Public Schools District Guide and Boundary Map
- A current issue *Everett Schools*
- A roster of current members of the General Advisory Council

Please take time to review the enclosed information. We have changed the date of the next meeting to January 9th, hopefully you can make it. Time and location are still yet to be determined. Please feel free to call me with any additional questions.

Sincerely,

Lauren Hadley
Partnership Coordinator