

# SAMPLE NOTIFICATION EMAIL SENT TO DISTRICTS ON FEBRUARY 21, 2020

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From: Sylvia Reyna  
Sent: February 21, 2020  
Subject: Migrant Education Program Voices from the Field Science Academy

It is our pleasure to extend our annual invitation for your district to participate in the Voices from the Field Science Academy June 22-26, 2020 at Islandwood in Bainbridge Island.

Registration forms are being finalized and will be sent to you and your team to recruit eligible middle school migrant students currently enrolled in Grades 6-7 who will be entering Grades 7-8 next fall. The registration deadline will be noted on the documents but will be sometime early May.

We currently have **nine (9) spots** open for your district. As always, we must first recruit Priority for Service students and other migrant students most at-risk of not meeting state standards (also known as Needs students) and then other eligible middle school migrant students who may not be as at-risk but would benefit from this experience. The Migrant Student Data, Recruitment, and Support (MSDRS) office in Sunnyside will notify you when the on-line registration tool is ready and you will be able to see a preliminary list of PFS and Needs students eligible for participation in the MSIS Student Events tab.

Each district will provide transportation to and from Bainbridge Island as well as at least one chaperone who will accompany the students to and from your district and assist with the program throughout the week. Please let me know who your chaperone(s) for this year will be. Also, OSPI's Migrant Education Program is able to assist with additional funds to help support the costs for this event. Simply contact our office for more details.

You are cordially invited to join us Wednesday evening, **February 26, from 6-7 p.m.** via Zoom videoconference to learn more about this year's program. If there are students and families also interested in participating, you may host a Zoom connection site or provide them the Zoom connection information so they may participate. This connection can be viewed by anyone who has access to a web browser and will take place right before the Dare to Dream informational academy on the same evening from 7-8 p.m.

Voices from the Field Science Academy  
Informational Night  
February 26, 2020  
6:00 – 7:00 p.m.  
Join Zoom Meeting  
<https://zoom.us/j/549965108>  
Meeting ID: 549 965 108

A Registration Confirmation videoconference is planned for Wednesday, **May 13, from 6-7 p.m.** to provide more detail on the program schedule, what to pack, and other information students/families should know to prepare for the trip. More information and a Zoom link will be provided at a later date.

Should you have any questions or need additional information regarding Voices from the Field Science Academy, please do not hesitate to contact me at 360-725-4474.

We look forward to having your students and staff at Bainbridge Island.

Sincerely,

Sylvia Reyna  
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