

Dr. Kent Kultgen 55 South Rodney Street

Superintendent Helena, Montana 59601

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August 26, 2015

Dear Parent/Guardian:

Free tutoring is available for your child! Your child can receive extra help in reading, math and language arts if your child participates in the free or reduced lunch program. Tutoring services will be available at your child’s school or you can select one of the providers included with this letter. The Montana Office of Public Instruction has approved all of the programs. If you are interested in considering the other services included on the attached list, you might want to consider the following questions.

* When and where will the tutoring take place (at school, home, online)?
* How often and how many hours will your child be tutored?
* What services, by grade levels and subject areas are available?
* Will tutoring be provided in a small group, one-on-one, or on the computer?
* What are the qualifications of the tutors?
* Is transportation available for the tutoring services?

If you have questions or would like more information about these programs, please contact Dr. Jilyn Oliveira, Federal Programs Administrator at 324-2002 or [joliveira@helenaschools.org](mailto:joliveira@helenaschools.org).

If you would like to select a tutor (at your child’s school or from the list of attached providers), please fill out the provider form and return it to your child’s principal no later than February 3rd. You will receive a letter from the school informing you when the free tutoring will start.

Sincerely,



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|  | *Start Date for Tutoring Services* | *End Date for Tutoring Services* |
| *Fall 2015* | *October 5, 2015* | *December 18, 2015* |
| *Spring 2016* | *February 8, 2016* | *April 29, 2016* |

Kent Kultgen, Ed.D.

Superintendent