

DEAR PROGRAM COORDINATOR,

Thank you for choosing the ThinkStretch Summer Learning Program. Your role as program coordinator is key to the success of the summer learning program.

The materials you need to run a successful program are included in this booklet. A Spring To-Do list and a Fall To-Do list are your guides to the key activities that need to be completed.

Included in your Program Coordinator materials is a DVD of the animated program which plays at the Student Kick-off Assembly. Our program coordinator webpage located at thinkstretch.com/program-coordinators-materials has the presentation for the Parent Education Night, as well as electronic copies of flyers and handouts. You will need a computer with either PowerPoint or Adobe Reader for the Parent Night presentation. All of the materials, both hardcopy and PDF files, are licensed only to your school and cannot be copied or distributed outside of your school.

Thank you for your commitment of time and energy. If you have any questions, please contact ThinkStretch at any time. You can choose to e-mail a question to info@thinkstretch.com or call 888-777-8182. No question is too small. Congratulations on your role in helping students keep in their heads all that they have worked so hard to learn.

Sincerely,



DONNA LASINSKI
President, ThinkStretch, LLC

FOUR KEY STEPS FOR SPRING.

- 1 Host parent education night
- 2 Host student summer learning kick-off assembly
- 3 Distribute books
- 4 *Optional* – organize playground study sessions and volunteers