



LOWELL PUBLIC SCHOOLS
Fredric T. Greenhalge Elementary School
149 Ennell Street
Lowell, Massachusetts 01850



Jenn Scarpati
Principal

Tel.: (978) 937-7670
Fax: (978) 441-3724

Magaly R. Ronan
Assistant Principal

September 23, 2019

Dr. Boyd,

Jennifer Scarpati respectfully requests permission for Kayla Moschetti to attend the Get Your Teach On conference which will be held in Uncasville, Connecticut on October 15. I have received a written letter from Ms. Moschetti requesting to attend this conference in order to gain more tools for creating engaging, rigorous lessons in her third grade classroom. Ms. Moschetti is paying the cost of the convention as well as all travel expenses. Greenhalge will cover the cost of the substitute for the day (\$105) out of our professional development budget. Please let me know if you need any further information.

Sincerely,

Jennifer Scarpati, Ph.D.