

PORT WASHINGTON Union Free School District

GEOFFREY N. GORDON, Ed.D.
Superintendent

REGINA FARINACCIO
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October 2007

Dear James Maloney,

This letter is to confirm that your class Celestial Navigation scheduled for start date of

Oct. 2, 2007 from 7:30-9:30 PM in Weber
Middle School Room 105 will be held this semester. You have 4 students.

Please contact the Continuing Education Department at 516 767-5470 regarding the following:

Audio-Visual Equipment

- If you have not scheduled audio-visual equipment and need it for your class.

Photocopies

- If you need information photocopied, please submit it to us **one week** before it is needed and it will be ready for your next schedule class. You can email it to AMcGrade@PortNet.K12.NY.US, fax 516 767-5479, mail or drop off at 90 Avenue C.
- **Rosters:** Your roster can be picked up during the daytime (8:30 am - 4:00 pm) at PWUFSD Administrative Annex, 90 Avenue C, Port Washington the day before or the day of your class.
- **If you cannot pick up your roster during daytime hours please call our office to make arrangements for receiving your roster.**

We look forward to a successful semester.

Yours truly,



Regina Farinaccio
Manager

RF:am