

Memo

To: Ms. Ruscio

From: Mr. Van Etten



Date: 30 March 2012

Foreign Exchange Student Approval - CIEE

I have received information from Julie Hester, a local contact for CIEE. CIEE is an approved agency to work with the Homer School District. She indicates she has a student for placement with a family in the district.

I have attached the student information from CIEE.

Based on the relationship we have with CIEE, I recommend the approval of the student's attendance for the 2011-2012 school year.

Please let me know if I can be of additional assistance.