

# Cape Fear Center For Inquiry



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910-362-0000

Brian Corrigan  
Director  
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August 6, 2008

Dear Parents and Guardians,

I would like to introduce myself to you. My name is Brian Corrigan and I am the new Director at CFCF. I am very happy to be here and to have the opportunity to be part of the CFCF Community. I have three very important things to share with you.

First, I need to make a plea for help. I am asking that you have your child here at school on the first day which is Thursday, August 21<sup>st</sup>. This is vitally important for our funding from the state. Funding is based on an enrollment average over the first 20 days of school. A student is defined as enrolled after they complete one legal day of school. It is vitally important that we have as close to 100% attendance for the first day of school as possible. Every day from that first day that a student is not enrolled is a mathematical percentage of funds cut from our allotment from the state. A handful of missing students could cost CFCF literally thousands of dollars. Please make every attempt to have your child here on Thursday, August 21<sup>st</sup>. It is in the best interest of the whole CFCF community. Thank you for your help and understanding in this matter.

Secondly, the drop off and pick procedure will be the same as last year's. Our lease to the Randall Park building is contingent on the appropriate execution of this procedure. Enclosed is that procedure with a map. If you have any questions at all please call the school at 362-0000. We appreciate your consistent attention to this procedure

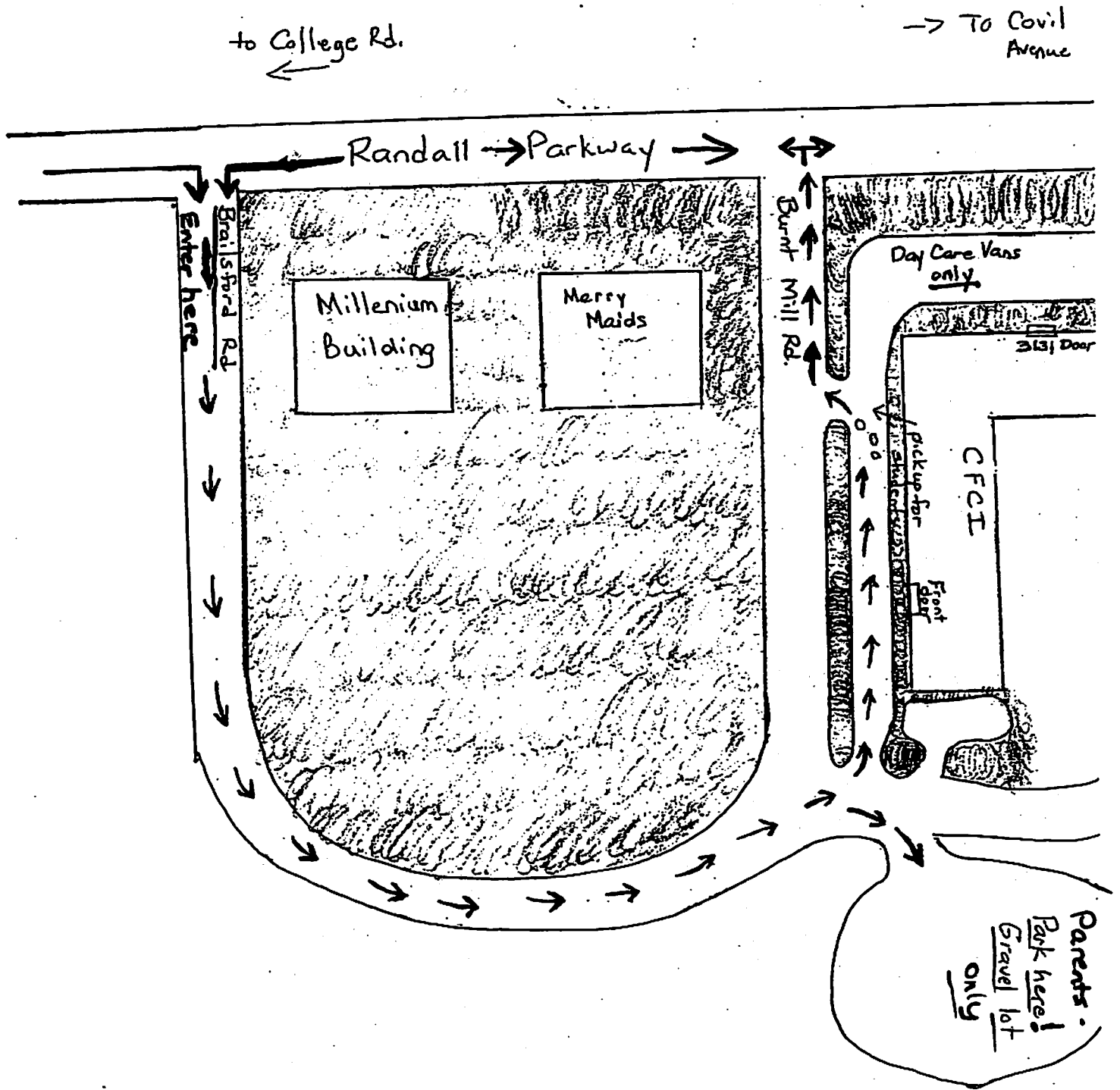
Finally, the CFCF Board of Directors has made the decision to change the structure of the administration of the school. The new administrative team will be composed of Michael Zentmeyer, Human Resource Coordinator, Kathy Rettig, Business Officer, Lori Underwood, Curriculum Coordinator/Testing Coordinator, and Nancy Johnsen, EC Coordinator. I have the utmost confidence that this team is committed to the children of CFCF and will create an environment conducive to learning for the whole community.

We are very excited to start and we will have everything in place for smooth and rewarding beginning to the 2008/2009 school year. Hope to see you all on the 21<sup>st</sup>!

Sincerely,

A handwritten signature in black ink that reads "Brian P. Corrigan".

Brian P Corrigan  
Director, CFCF



Please remember that when dropping off your child in the morning or picking up your child in the afternoon, you need to turn onto BRAILSFORD DRIVE...not Burnt Mill Drive...and loop around Burnt Mill Office Park and get in the car pick-up line. Please do NOT attempt to jump into the line from Burnt Mill Drive or from the side road leading from Grainger when all those other folks in the line have followed the procedure correctly. Again...this is a safety issue with children, vans, other cars and general traffic flowing in and out of the business park continually.