



CASTAIC MIDDLE SCHOOL

Home of the Cougars

*California Distinguished School
School to Watch*

Ellen K. Edeburn Principal

April 21, 2010

Dear Community Member,

The eighth grade English teachers at Castaic Middle School are excited to invite you to our annual Portfolio Day this year on **Thursday, May 27th** in the **Multipurpose room**. Portfolio Day has been a tradition at our school for many years and serves as a valuable opportunity to bring together students and community members. This wonderful day will give students the chance to experience a “real life” career skill—the job interview.

Students have worked hard this year to develop detailed portfolios of their educational skills. On Portfolio Day, students present their portfolios to community members in a mock job interview. **We are currently looking for community members to volunteer their time and join us for this special day.**

Community Members will act as Portfolio Day evaluators, listening and scoring small groups of students as they present their portfolios. Scoring sheets and detailed instructions will be provided. Students will be expected to show poise, confidence and assertiveness as they guide the evaluators through the work that embodies their year-long project.

Four shifts are available:

- **Early Morning- 8:20 A.M. to 9:30 A.M.**
- **Late Morning- 9:30 A.M. to 11:35 A.M.**
- **Afternoon- 11:35 A.M. to 2:20 P.M.**
- **All Day- 8:20 A.M. to 2:20 P.M.**

Be sure to also join us for lunch from 12:30 P.M. to 1:20 P.M.

Please join us in celebrating the accomplishments of our eighth graders. If you are available to attend, please return the attached form by mail or email (hbernabe@castaic.k12.ca.us).

Heather Bernabe, English Language Arts Department Chair

Phone: (661) 257-4550 x2606

Email: hbernabe@castaic.k12.ca.us

Address: (see below)

Thank you in advance for your support. This day would not be possible without the generous support of our community. We look forward to seeing you soon!

Thank you,
Heather Bernabe, Britney Hubbard, and Catherine Hutzel
8th Grade English Language Arts Teachers