

DATE: October 7, 2019

TO: Education Directors
Principals/Vice Principals
Middle Years ELA Teachers

FROM: Rab Subedar, Director of Programs

CC: Marcella McCorrister, Assistant Director of Programs
Literacy Facilitators

RE: **Letter of Invite - ELA Middle Years Roundtable
November 13 & 14, 2019**

WHO: This Roundtable is for Grades 4-8 teachers

WHAT: The two days of professional development to enhance skills regarding:

Reading comprehension strategies to promote higher level thinking.

- Resource-Comprehension Connections: Bridges to Strategic Reading, by Tanny McGregor

WHERE: Thompson-MFNERC Office, 69 Thompson Drive Thompson, MB

WHEN: November 13 & 14, 2019 (9:00am – 3:00pm) (Lunch will be provided)

Interested schools will need to:

- Designate one or two teacher(s) from your school to attend the two-day roundtable.
- Fill out the registration form and fax back to Chantel Ranville, administrative assistant by **Friday, November 1, 2019** at 204-477-4314 or email chantelr@mfnerc.com

Travel arrangements made will be final.

Should you have any questions regarding any of the above, please contact Deborah Tegg 204-594-1290 (ext. 2210) or Chantel Ranville (ext. 2123). Thank you.



Middle Years ELA Roundtable
November 13 & 14, 2019

Registration Form
(Please **PRINT** Clearly)

Name of School: _____

Name of ELA Teacher and Grade Level(s): _____

Phone Number: _____ Fax Number: _____

Email Address: _____

School Principal's Signature: _____

Travel by vehicle: Yes or No

Departure from: _____ First Nation

***Return mileage will be provided for each participant according to MFNERC rates at .48/km.**

Date of arrival to Thompson: _____ Date of departure: _____

Airfare Required: Yes or No

Airline: _____

Departure from: _____ to Thompson. Preferred Date: _____
Time: _____ Alternate Time: _____

Departure from: Thompson to _____ Preferred Date: _____
Time: _____ Alternate Time: _____

IMPORTANT:

Changes must be made through the MFNERC. Change fees will be deducted from your travel if this is requested; you cannot change your flight directly with the airline.

Travel/Accommodations Expenses:

A cheque which will include accommodations, meals, and mileage (if it applies) will be reimbursed in each participant's name upon registration..

Please fax completed form to: Chantel Ranville, Administrative Assistant at (204) 477-4314

Deadline: Friday, November 1 2019

Confirmation letter will be emailed or faxed within four business days. Thank you.