

Name of School (not eLearningK12)
Your Home Address

Today's Date

Attn: Dr. Jackie Bobbett, Section Supervisor
Ancillary Resources Section
Louisiana Department of Education
P.O. Box 94064-9064
Baton Rouge, LA 70804

Dear Dr. Bobbett:

We are writing to inform you that, in accordance with Louisiana Revised Statute 17:232 (C)(D), **(fill in the name of your school here—not eSchool or eLearning)** began classes on August 16, 2010 for the 2010-2011 school year. The school will operate at least 180 days of the year. The total enrollment is **(fill in the number of children you are teaching here)**.

Sincerely,

(signature)

Name