SUBJECT: **IT Advisory Board Interest Meeting, Wednesday, September 24th**

Hello future advisory member,

I would like to expresses by personal gratitude for your interest in our IT Academy students. Connecting with the IT fields through business, community and parents will enrich our students’ learning experiences in and out of the classroom.

This new year brings along new challenges and goals that cannot be achieved without contribution of everyone by creating an advisory board to offer job shadowing, field trips, soft skill workshops and future internships to our IT students.

In order to discuss this year’s work plan and to highlight each advisory member’s role, a meeting has been scheduled for Wednesday, September 24, 2014 in IT Academy room 202 at 6:00pm. We will review our established Engineering Academy Advisory Board and hear from their board chair on how they started. With members present, we will elect officers, set goals for the year and schedule our next meeting.

 If you are interested in a leader role, please let me know as the board meets once a month. We can furnish a letter for your company for your time volunteered. Please acknowledge receipt of this email and your plans to attend.

Jennifer Varahala