February 28, 2013

To Whom It May Concern:

Subject: MAT 411 Classroom Observations and Peer Tutoring

As a requirement of MAT 411, students are to complete some hours of observation in secondary mathematics classrooms. The students are asked to complete several observation checklists as they observe the teaching methods and classroom management of the teacher. The information recorded is confidential and will be reviewed only by the student and myself. Through their observations, these William Carey University students can further develop their own styles of teaching.

As a further requirement of this course, students are asked to work with individuals or small groups of students. After they have observed your class, if there is an opportunity for the WCU students to be of help to some of your students, either during the class period, at break, before school, or after school, the students in this class are available. All of these students have had several mathematics classes, and some of them will be student teaching next trimester.

Please sign below if you will permit our student(s) to observe your class and provide some peer tutoring for your students. We know that you are busy, so all they need from you is a dated signature when they come and one short response form (or phone conversation) at the end of the term. Hours are to be arranged to your mutual convenience.

Thank you,

Charlotte McShea, Ph.D.
Professor of Mathematics
William Carey University