



Biggs & Richvale Elementary School

300 B Street Biggs, CA 95917 Phone: (530) 868-1281 Fax: (530) 868-5137

LaQuita Ulrich, Principal

May 28, 2021

Dear Parents/Guardians,

Here at Biggs and Richvale Elementary Schools, learning is a lifelong process. As always our main focus is on teaching and learning. Part of ensuring student learning within a classroom is to create a balanced environment for our students. This means structuring class dynamics based on academics, behaviors, and program considerations. We feel as a team that taking into consideration these areas will help us to ensure student success.

This year we will continue to honor teacher requests. If you have a teacher request, it will need to be turned into the Biggs Elementary School office by **THURSDAY, JUNE 10, 2021 @ 3:30 PM**. *Requests will be date and time-stamped and will be evaluated in the order they are received.* All requests will then go to the grade-level teams for processing. Please note, in order to keep the fidelity of a balanced classroom, each request will be evaluated for approval or denial.

The success of student learning depends very much on your cooperation as a parent. We are asking that you please be considerate of the process and the results. **We will NOT be accepting any request after Thursday, June 10, 2021 - NO EXCEPTIONS.** This is an opportunity for your child and your family to see the benefit of a balanced learning environment.

All requests must be submitted on a *Teacher Request Form*. Forms will also be available in the BES Office.

If you have any questions or concerns, please feel free to contact Ms. Ulrich at (530) 868-5870.

Sincerely,

LaQuita E. Ulrich, Principal
Biggs & Richvale Elementary School

<i>Office Use Only:</i> Date _____ Time _____ Initials _____

**Biggs Elementary School
Teacher Request
2021-22**

I _____, parent of _____, I am
(Parent Name) (Student Name)

requesting that my child be placed in with _____
(Teachers Name)

for the **2021-22** school year.

Reason:

I realize this is a request and *not a guarantee* that my child will be placed in the above requested class.

Parent Signature

Date