

April 29, 2011

Mr. Ted Stoesz, Principal
John Pritchard School
1490 Henderson Highway
Winnipeg, MB R2G 1N5

Dear Mr. Stoesz:

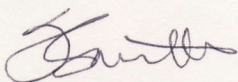
Re: *Electronic/Digital Sign at John Pritchard School*

Thank you for letting me know that you are hoping to acquire an electronic/digital sign at John Pritchard School. I am sure the sign will be a definite asset to the whole community and that over and above the use you envision for your school, there are many Adult and Continuing Education programs and activities we would like to highlight too.

As you know, we have two adult learning centres in this geographic area and it is always a challenge to get the message out to potential students who could benefit from completing their high school diploma but may not be aware of local options. We also provide community programming for children, youth, adults and seniors through Continuing Education EDVENTURES courses. We publish and distribute an EDVENTURES brochure each Winter, Spring and Fall and it would be extremely helpful to draw attention to particular programs via an electronic/digital sign. Additionally we offer summer camp activities and this year we will be offering a new performing arts summer program – again it would be most helpful to be able to notify the community of these exciting opportunities for children and youth over the summer months. Finally, Adult and Continuing Education administer the summer school courses that are based at John Pritchard in July and again it would be important to get that message out in a timely way as there is only a small window between students hearing their examination results and then needing to register to re-take the course through summer school.

I have approached you in the past to ask for information to be shared on your current sign and I appreciate that you have always been willing to assist us. However, the logistics of changing the sign manually have usually meant that time sensitive information has not been able to be put up as quickly as we need – the new sign would very much help everyone in that regard. I hope you are successful in acquiring a new sign and look forward to an even closer working relationship with John Pritchard as a direct result of the sign being in place.

Yours sincerely,



Jan Smith, Director, Adult and Continuing Education