

**KATHLEEN JENSEN**  
Principal [kathleen.jensen@ecsdm.org](mailto:kathleen.jensen@ecsdm.org)  
**WENDY DEGEORGE**  
Assistant Principal [wendy.degeorge@ecsdm.org](mailto:wendy.degeorge@ecsdm.org)  
**BROOKE FILIPPINI**  
Assistant Principal [brooke.filippini@ecsdm.org](mailto:brooke.filippini@ecsdm.org)  
**TIFFANY HALL**  
Humanities Instructional Leader [tiffany.hall@ecsdm.org](mailto:tiffany.hall@ecsdm.org)



**WILLIAM A. CARTER**  
ELEMENTARY SCHOOL  
345 Schutt Road Ext.  
Middletown, NY 10940  
Phone (845) 326-1711  
Fax (845) 326-1723  
[www.middletowncityschools.org](http://www.middletowncityschools.org)

I hope this letter finds you well. I am writing to you on behalf of William A. Carter Elementary School where we are dedicated to fostering a positive and enriching learning environment for our students.

We are currently embarking on an exciting school attendance initiative aimed at promoting regular attendance among our students. Recognizing the critical role attendance plays in academic success, we have developed a comprehensive program that includes awareness campaigns, weekly incentives, quarterly incentives and support services.

The goal of our initiative is to create a culture of consistent attendance, ensuring that every student has the opportunity to maximize their educational experience. We believe that by addressing attendance challenges proactively, we can significantly impact our students' academic performance and overall well-being.

To make this initiative a success, we are seeking support from community partners like you. Your generous donation will directly contribute to building attractive incentives and rewards that will motivate our students to prioritize attendance. By supporting our school Attendance Matters Initiative, you will be investing in the future success of our students and strengthening the foundation of our community. We are seeking community partners who might be interested in providing discounts or coupons to students with excellent attendance that we could distribute as prizes for perfect and excellent attendance at the end of each marking period. We currently have about 100 students that have perfect attendance for the school year so far and over 150 students who have excellent attendance-only missing one or two days of school.

We genuinely value any contribution, and we would be honored to accept any amount of coupons that your business is willing to offer. Whether it's a few special promotions, exclusive discounts, or any other offerings, your generosity will go a long way in motivating and rewarding our students.

We are open to discussing any other form of support that aligns with your company's values and mission.

As a token of our appreciation, we will acknowledge your contribution in our school communications, newsletters, and any promotional materials related to our Attendance Matters Initiative. Additionally, we welcome the opportunity to discuss further recognition or involvement that aligns with your preferences.

If you have any questions or would like more information about our Attendance Matters Initiative, please feel free to contact me at 845-326-1711.

Thank you for considering our request. Your commitment to education and community well-being is truly appreciated.

Sincerely,

Brooke Filippini  
Assistant Principal  
William A. Carter Elementary School  
[brooke.filippini@ecsdm.org](mailto:brooke.filippini@ecsdm.org)  
845-326-1711