

Dear Parent(s)/Guardian(s),

Your student has missing assignments. I maintain a website with all the work, notes, etc. for my classes. The website is [mrjorgensen5thgrade.weebly.com](http://mrjorgensen5thgrade.weebly.com).

On the website, the notes and assignment pages are up-to-date with the current information. You can check RDS for current and missing assignments, but I have also attached a missing assignment report to this notice. Your student can print, complete, and turn in the assignments. If they are unable to print from home, they may complete the work on a separate sheet of paper. Please include the subject (topline), name (second line to the left), date (second line to the right), and assignment title (fourth line center) on the missing assignment.

Sincerely,  
Mr. Jorgensen

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