

**GLENCOE PUBLIC SCHOOLS**  
**Central School**  
**620 Greenwood Avenue**  
**Glencoe, Illinois 60022**  
**(847) 835-7600**

**Ryan Mollet**  
**Principal**

**Eddy Kim**  
**Assistant Principal**

August 16, 2010

Dear Parents,

It is with pleasure that I announce that Mrs. Cindy Garoon will serve as our long-term substitute for Mrs. Deana Tolzien. During the 2009-2010 school year, Mrs. Garoon served as a long-term substitute for grades 6 and 7. Mrs. Garoon has degrees in elementary education and psychology, and she has a strong understanding of community expectations.

To ensure a seamless transition for our students, Mrs. Garoon has and continues to work closely with Mrs. Tolzien. This collaboration is focusing on curricular goals and implementation, grade level expectations, and general knowledge of the Central School community.

Central School feels very fortunate to have found such a talented teacher to cover this maternity leave position. ***For your information, Mrs. Tolzien will be returning to the classroom around our fall conferences.*** Should you have any questions regarding this maternity leave position, feel free to contact me.

Sincerely,

Ryan Mollet