March 13, 2019

Dear Parent/Guardian:

On Monday, April 15, 2019, select students from New Lebanon Jr/Sr High School will be attending a "Day at the Trades." This program is offered by the NYS Workforce Development Institute to help students learn about apprenticeship/training programs and the skills/education they require. Students will participate in both discussions and hands-on activities (such as access to a heavy equipment simulator). Additionally, they may view training exercises in progress during their visit.

Students will attend (2) 1.5 hour sessions at Operating Engineers Local 158 in Glenmont and Carpenters Local 291 in Albany. Lunch will be provided.

Students will leave New Lebanon at approximately 7:45am and will return in time for regular dismissal at 2:10pm.

Yours truly,

Matthew Klafehn
Principal

I give permission for my child, _____,
FULL NAME
to accompany this group on the trip described above.

_____	_____	_____
DATE	**PARENT'S SIGNATURE**	**PRINT NAME**

_____Day at the Trades, Monday 4/15/19_____
FIELD TRIP TO