

FRESNO STATE

Kremen School of Education and Human Development

November 2, 2013

Welcome Single Subject Master Teachers:

On behalf of the California State University, Fresno Kremen School of Education and Human Development, Office of Professional Field Experiences, we would like to thank you for your dedication to the profession and your continuing support of our program. Your attendance at this conference is appreciated and we hope that the presentations will be of benefit as you mentor our teacher candidates. As previously announced, you are entitled to a \$150.00 stipend, which you may claim by signing and completing the enclosed stipend **Invoice** and **Payee Data Record**.

You are also invited to take advantage of the Cooperating/Master Teacher Class Reimbursement, which provides reimbursement for one 3-4 unit Fresno State course taken for professional development. This class must be taken *within two years* from the date of this letter. Reimbursements are limited to \$450.00 and will be granted once the class has been completed. Please see the enclosed **Cooperating/Master Teacher Course Reimbursement Instructions and Checklist** for more information.

As another benefit, we are pleased to extend, is an offer of free library privileges at the Fresno State Madden Library.

Please be sure to fill out your participation **Invoice and Payee Data Record** and turn them in to the facilitator of your last workshop session. This will verify your attendance and ensure your eligibility for the master teacher training participation stipend and course reimbursement offers.

Thanks again for all that you do! I hope that we will have a long lasting relationship as we continue to train our future teachers.

Sincerely,

Dr. Nancy Akhavan
Single Subject Coordinator

CC: Dr. Paul Beare, Dean
Dr. James Marshall, Associate Dean
Dr. Jack Benninga, Chair of Department of Curriculum and Instruction