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|  | **High School for Law Enforcement and Public Safety****116-25 Guy R. Brewer Boulevard****Jamaica, NY 11434****(718) 977-4800****(718) 977-4802 Fax** |

**Laura Van Deren, Principal Danielle Coccia, Assistant Principal Heather Wright, Principal (I.A.)**

 February 14, 2023

Greetings Families,

I would like to take this opportunity to introduce myself as the Parent Coordinator. As a Parent Coordinator, my main goal is to increase family engagement within our school and our community as a whole. I am here to serve as a liaison to assist each parent/guardian and student with any concerns or issues that may arise. I understand that high school is an important stage in a child’s life, and that it is one that is filled is with questions, concerns and excitement. I promise, that if I cannot provide an answer to your question or concern, that I will connect you with someone who can.

Family engagement is crucial for a child’s academic success from Pre-K through the 12th grade. Here at HSLEAPS, we are committed to creating a welcoming environment and to encouraging our families to become active participants in their child’s academic journey. By collaborating with your child’s school community, you will be establishing a pathway for clear and consistent communication with our school and yourself. An increased level of communication will result in improved academic success for our scholars.

Please visit our school website www.hsleaps.org for important updates. Families are welcome to email me any questions or concerns. If you do not have e-mail address, you are also welcome to call me. My email address is SCook45@schools.nyc.gov and my phone number is (718) 977-4800 ext. 1156. My office is located in the Main Office Room 115B. You are welcome to contact me at any time. I look forward to working with you by email, phone, or in-person.

Thank you,

Shantell Cook

Parent Coordinator