

**P.S. /I.S. 102 Queens**  
**WILLIAM KO, PRINCIPAL, I.A.**  
Jacqueline Atkins, Assistant Principal  
Matthew Borelli, Assistant Principal  
Catherine Mulé, Assistant Principal

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January 11th, 2016

Dear Parents and Guardians,

Happy New Year!

My name is Yanil Rodriguez I am the new Parent Coordinator at P.S/ I.S. 102Q. I am very excited to partner with you and your family to support all students in our community.

As a parent coordinator my primary goal is to serve families as a resource for all school matters, encourage participation from the parent community, and support meaningful collaboration for the success of all our children.

I conduct parent outreach, help organize events and activities, disseminate information to parents, and perform any number of tasks to ensure P.S./ I.S 102 succeed in supporting student achievement.

Please do not hesitate to call me if you have any questions. I am looking forward to meeting with you personally and collaborating with all of you. I welcome your ideas and questions. My office is located in the second floor room 240 on the 2<sup>nd</sup> floor.

Sincerely,

Yanil Rodriguez  
Parent Coordinator