



May 13, 2004

Wendy Latshaw  
Director  
Otterbein Early Education Center  
Center & Main Streets, PO Box 386  
Mt. Wolf, PA 17347-0386

Dear Wendy,

Thank you for sending your Center's School Age Camp registration list and \$20 materials fee to confirm your participation in our 4-H Summer, Science and Kids program. We are thrilled that you will be incorporating the 4-H Aerospace curriculum as part of your summer programming!

I have reserved the Aerospace kit for your group's use the week of August 9-13. You may pick up the Aerospace kit from our office for review on August 2. As mentioned during our training in April, your group will be held responsible to finance the replacement of any broken or missing equipment, ie stopwatch, launcher, compass, sunglasses, etc. Our office will replace balloons, string, Vaseline, and other supplies needed to conduct the experiments and launch.

We will also schedule our 4-H Summer Assistants to visit your site to assist with the "launch" on August 13. Can you tell me what time you would like them to arrive? Also, with the number of youth on your list, I would think at least a 2 hour time frame would be needed to allow everyone to launch their rockets.

If you have additional questions or have a change in schedule, please contact me at your earliest convenience.

We look forward to nurturing a productive partnership between 4-H and your school age program at your facility!

Sincerely,

Roxanne F Price  
Extension 4-H/Youth Director