



Dear Parents of Fourth, Fifth and Sixth Grade Students,

On October 20<sup>th</sup> , we will celebrate the opening of a student-run branch of Chain Bridge Bank here at Franklin Sherman Elementary! You will be hearing more about this wonderful opportunity for our students to learn about saving money during the next few weeks.

The bank will actually be operated by 4<sup>th</sup> through 6<sup>th</sup> grade students. There will be a bank manager (a sixth grader), an assistant manager (a fifth grader), a teller, and a marketing specialist. The bank will be open on 2 Mondays a month during lunch. Mr. Nielsen is the faculty sponsors and Sophia Bruner is the PTA representative. Along with representatives from Chain Bridge, Mr. Nielsen and Mrs. Bruner will train and supervise the student employees.

As part of our writing curriculum, all students applying for the jobs will be required to complete an application for employment at the bank, including composing an essay describing their qualifications for a position at the bank. However, students do not have to actually apply for employment if they are not interested. Your child is bringing home his or her application today. A parent signature is required on the bottom of the application before it is submitted.

Students who apply for a position at the bank must be willing to take the job seriously, work during their lunch hour and miss some recesses in case of bank meetings, and maintain a high level of responsibility, customer service, and citizenship.

Applications will be screened for parent approval and teacher recommendation. After this initial screening, one application per position (one manager, one assistant manager, 1 teller, and 1 marketing specialist) will be selected at random. Students may apply for more than one position. There will be opportunities for the students that did not receive the position in October to be hired for the next job quarter. There will be three quarters in total for this school year, therefore, three opportunities for all interested children to apply and be hired for work in the bank.

Applications and permission slips are due to your child's homeroom teacher no later than Wednesday, October 1st. Job interviews will take place the following week. The children will miss recess to interview for their positions and you will be given notice as to which date your child will be interviewed so they know to dress in a professional manner for their interview!

Sincerely,

Matt Nielsen  
Franklin Sherman Staff

Sophia Bruner  
PTA Representative