



Dear Colleagues,

I recently read a great book called *The Together Teacher*. It helped me feel like a better teacher...and one with a life! The book is a guide on how to become a more organized teacher, covering everything from paper management to scheduling to classroom setup! Visit [www.thetogetherteacher.com](http://www.thetogetherteacher.com) to get a good idea of what it's all about.

I want to host an informal, yet structured, *Together Teacher* Book Club for the X semester and would love for you to join me!

Interested? If so, here is my proposal:

We meet for one hour each month, for five months total during (scheduled time) at (location).

Using the book, we focus together on organizing the following areas of our teacher lives:

- Weekly Worksheets
- Email Management
- Paper Management
- Daily and Weekly Routines
- Meeting Notes

There will be some suggested pre-reading (and snacks!). Other than that, just bring yourself and anything you use to stay organized. We'll work hard to leave with actual products, so you'll be able to see immediate benefits!

If you're interested in participating or learning more, email me back at (email address).

Cheers,

Teacher