

**Attachment 12a:  
Scheduling Confirmation (All Focus  
Group and Interview Participants)**

**Subject:** Noyce Program Evaluation session confirmation and meeting details

Dear **[NAME]**,

We appreciate your scheduling response and look forward to meeting you soon. We emailed you a calendar invitation entitled "**[Interview OR Focus Group] for the WKC Team's Evaluation of the Noyce Program**" for **[Time/Date]**.

The conversation will touch on topics such as:

- perceptions of the Noyce Program;
- perspectives about the STEM teacher preparation/leadership field;
- and any prior experiences with the Noyce Program.

If you have any questions or need to reschedule, please contact us at [WKCNoyceEval@whitworthkee.com](mailto:WKCNoyceEval@whitworthkee.com).

Sincerely,

**The WhitworthKee Consulting Evaluation Team**