

2404 Bridgewater Drive
Woodstock, IL 60098
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Bob Kubin
Progressive Movements Inc.
5901 Fox Lake Road
McHenry, IL 60051

Dear Mr. Kubin,

As you know, I have been a very responsible and energetic coach and one of your employees for the past four years. I feel that Progressive Movements is a very fun place for gymnasts to learn about the sport of gymnastics. A gym needs to be safe, fun, and a place for children to learn and unfortunately Progressive Movements lacks in a few of these areas. I noticed that our gym has a problem with the safety of our gymnasts and their ability to learn to their full potential. The reason our gym is lacking these important qualities is because the parents that watch their gymnasts through the viewing window have become a major distraction. The distraction hinders the gymnasts' ability to learn and creates an unsafe environment. The children pay more attention to the parents in the waiting room than focusing on what they need to do to improve their gymnastics. This is dangerous because if the gymnast is not focusing enough on what he or she is doing, he may get seriously injured. For example, last week I was working with a girl that was watching her mother through the viewing window and the gymnast fell off the beam and hurt her ankle. This wasn't a serious injury, but one day a more serious injury may occur. Plus, if the gymnast does not focus on what the coach says, he or she will not understand all the directions and will not learn anything. A confused gymnast could also cause a distraction for the rest of the class and it becomes really difficult for the coach to handle. It causes a dangerous

environment that hinders the gymnasts' learning and progress. Progressive Movements needs to create a safer environment to be the best gym possible.

One solution that we have tried in the past is adding blinds to all the windows and keeping them closed at all times. This solution was partially effective because Coach Susan and I both saw an improvement in our classes. The students were more attentive and there were fewer accidents because, as I believe, the gymnasts could not see their parents. Though the blinds stayed up for only a month, I did see an improvement in my gymnasts. However, I think we all agreed that the blinds were not a good idea because the parents were furious; they were so upset that they could not watch their children. They wanted to be able to see their children's progress and see how much fun they were having in the class. They felt that if they were spending money to allow their children to go to a gymnastics class they should be able to see the progress. If the parents are unhappy, then they take their children out of our classes and move to a different gym, which we do not want. We want the solution to this problem to be an improvement in the program and in the gym, and I think I have found the correct solution this time.

I propose that we install a one-way mirror. This one-way mirror will be installed so that the viewers can see out into the gym, but the gymnasts cannot see into the viewing room. There is no need for the people in the gym to see out into the viewing area. If we replace the three existing windows with one-way mirrors, I feel that our problems with safety and lack of attention and advancement will be fixed.

However, not everyone may be happy with this solution; the parents may not like the idea that their children cannot see them. When we installed the blinds, the parents' only complaint was that they couldn't see their children; they said nothing about their children not being able to see them. So, while the parents may be complaining about their children not being able to see them,

we now have the perfect response. The parents should not be worrying about if their children can see them or not, but if their children are progressing in a safe and fun environment. The parents should not only be thinking about what they want, but also about what is best for their children. I believe that the only reason the children may want to see their parents is because the children may have developed a form of dependence. They may feel that they need to see their parents as a form of security because they need to know that their parents are there for them. However, this is a perfect opportunity for the gymnasts to develop their independence. It is important for children to learn how to be on their own and become more self-sufficient, and I believe the one-way mirror will help to improve this.

The gymnasts' safety and progress is the main concern that will be addressed by this solution. They will be able to focus one-hundred percent on their assignments, and they will be able to ask questions to understand more. The fact that the gymnasts will not be looking at the window so frequently to see if their parents are watching allows more time for the coaches to do their job and for the gymnast to progress. The gymnasts are too worried about the accuracy of the advice the coach gives them, so they usually look to their parents to see if they'll "signal" them anything. For example, parents might straighten out their arm and slap their elbow to tell their child to straighten their arms. This is a problem because the child tends to listen to the parent over the coach, which is very dangerous because the coach is more qualified to make decisions. This problem and distraction will completely stop and the gymnast may improve at a faster rate if we install the one-way mirrors. This plan will also help the coaches; they will not have to worry about their gymnasts being distracted so much. They will have more time to coach and correct. If the coaches spend more time coaching and less time watching, they will be able to help the gymnasts improve faster. If the gymnasts improve faster, they will be able to advance to the next level and

continue learning and loving gymnastics. If the coach has a more structured class, the gymnasts will benefit in both the short and long term.

In order to execute the plan of installing three one-way windows in the viewing area, there must be a few things done first to make sure the gym does not suffer from this installation. The gym needs to hold more open gyms to profit more. Instead of using the money we make from open gyms to buy more equipment, we should use the money to install these windows. We will not have to sacrifice the equipment in any way because we already have all the equipment needed. We will be using the money for cosmetic changes, just like we have been for the past few months. According to First Glass, located in Galesburg, Illinois, one-way mirrors are rather inexpensive to buy. They range anywhere from \$100 to \$800 depending on the size of the mirror. For the size that we need, 4' x 3' windows, it will cost \$150 per window. Since we need to buy three windows it will cost about \$450 plus tax to purchase all of the mirrors we need. According to Jerry Scott, a contractor for 25 years, installing three one-way windows would cost about \$1000, so altogether it would cost the gym about \$1500 to buy and install these windows. I know that seems like a lot of money; however, last weekend our open gyms made about \$400. That means that we only need about four more weekends of open gyms to raise enough money to buy and install the windows. It is not impossible to achieve. We could also ask the parents if any of them work in construction, and we may be able to convince some parents to help install the window for less than \$1000. As long as we use our resources wisely, this solution is possible.

I believe that this solution will benefit both the gymnasts and the coaches. The gymnasts will learn in a fun and safe environment and the coaches will be able to control and advance the class in a timely manner. Furthermore, if the gym advances it may promote more business, which would bring in more money for the gym to continue to advance. This solution is the perfect way to

solve our problems and Progressive Movements would always be a gym that's safe, fun, and a great place to learn! I know that improving our gym is something you, as the owner of Progressive Movements are always looking to achieve, and this is one step in the right direction! Thank you for your time.

Sincerely,

Alicia Doe

Works Cited Page

Carol. Telephone interview. 4 Apr. 2008.

Scott, Jerry. Telephone interview. 26 Mar. 2008.