Randolph Elementary PTO

Dear Parents,

The holidays are a great time to let the teachers know that they are appreciated. As your Room Parents, we are collecting donations for a class gift. Participation in this class gift is voluntary. We understand that some families prefer to handle any gift giving on their own.

If you would like to participate in this class gift, please send your contribution via the room parent mail folder. Place it in an envelope addressed to

_____ by _____.

(Room Parent's Name c/o Child's Name) (Date)

Thank you, in advance, for your contribution. Please don't hesitate to contact us if you have any questions.

Sincerely,

Your Room Parents

_____

(Room Parent and contact information)

_____

(Room Parent and contact information)