

Second Grade Classroom Letter

Dear Parents:

Welcome to the 2nd grade at Wolftrap Elementary! Your room parents are working hard with your child's teacher to make this a wonderful year for everyone. There are many fun events planned for our second grade students. Our goal is to present a variety of ways for parents to contribute and participate. We understand that everyone has unique schedules and gifts. If you do not see places where your family can get involved, please contact us and we will work with your child's teacher to find the best way to include you! We know this packet is long but please **read it, keep it** for your records and **respond to it**. Thank you in advance for your partnership with us to make this a terrific year.

Class Fee -- The class fee is used to pay for items (in addition to donations made by parents) that are purchased for events planned for the year. It will also fund class T-shirts worn on field trips and during class parties. The fee is collected in advance to avoid asking for several smaller donations throughout the year. We are asking each family to **donate \$20.00 per student**. Please note that there may be additional expenses for class field trips. **Please return the fee (please pay by check if possible, made payable to Jennifer Louis, our 2nd grade treasurer) in the attached envelope by November 1st.**

As in years past, the second graders will enjoy learning about insects. Unfortunately, the 2nd grade bug ball will not be held this year due to a change in the timing of the bug curriculum. However, the "bug lady" will still visit our 2nd graders in mid-December. Also, we anticipate much excitement once crickets arrive in the second grade classrooms! Please refer to the attachment for more information on upcoming field trips and special events.

Optional Contributions -- We are trying something new this year, which is to clarify expectations for major teacher recognition events in advance, and to collect any optional contributions for group gifts up front, as opposed to trying to coordinate additional collections at often the busiest times of the year. It will be left to the room parent team (with your input!) in each classroom to determine the specific gift purchased for the teacher. Typical contributions in the past average \$5 for each occasion. However, the amount of any contribution is left up to your complete discretion. You can give more, you can give less. You can also opt not to participate in a group gift and handle the occasion in your own, more personal way. It is totally up to you! We are simply attempting to streamline the process this year for those of you who prefer to go with the group gift route. Teachers won't see these forms and we respect your privacy.

Thank you in advance for all you do! Your 2nd Grade Head Room Parents,

Mrs. Neal = Karen Wiseman karwiseman@yahoo.com & Karen Moriarty mikekarenkileym2@aol.com

Mrs. Dallman = Jennifer Louis jflouis@cox.net & Claudia Macora themacoras@mac.com

Mrs. Dowell = Alexandra Francis alexsfrancis@gmail.com

Attachment 1: 2nd Grade Class Dues and Other Optional Contributions

Attachment 2: 2nd Grade Special Events Schedule

Important Note: Per PTA regulations, we are required to notify you that it is possible that there may be a small quantity of "extra" funds at the end of the year. Only a very minimal amount of funds (the amount required to keep a bank account open) are permitted to be held over to the next school year. In the case that there are residual funds, no money will be returned and any excess funds will be used at the discretion of the teachers and room parents to enhance the classroom and the school or fulfill the teacher's educational "wish lists" for supplies and books. By contributing to the class fund, you acknowledge that no portion of your contribution will be returned to you. Thank you for your understanding.

2nd Grade Class Dues and Other Optional Contributions

Teacher Name: _____

Student Name: _____

T-shirt order:

Please circle size --

Youth Small Youth Medium Youth Large Youth X-Large

Class Dues: \$ 20

Holiday Gift: Optional

Additional Contribution \$_____ Note: Amount will be earmarked for this specific use.

End of Year Gift: Optional

Additional Contribution \$_____ Note: Amount will be earmarked for this specific use.

Total Amount Paid: \$_____

Any additional comments or ideas for the Room Parent Team:

Please return the appropriate fee with this completed form in the enclosed envelope by November 1st. In order to enable better recordkeeping please pay by check, if possible, made payable to Jennifer Louis, 2nd Grade Class Treasurer.