

Dear ____ grade families,

Our grade's "special" Enrichment Teacher is _____, our children's _____ teacher. We would like to provide nice group gifts for her for Christmas, Teacher Appreciation and her birthday, which is on _____. If you would like to participate in these group gifts, please include \$15 in the attached envelope and return it to me by _____.

We will split all the money collected among these three events. Your participation is completely voluntary, and all the students will have the opportunity to sign a card for her. For your convenience, you will find her "Teacher Favorites" form on the back of this letter, in case you would like to get a gift on your own, or if you have any suggestions for the group gift.

Please let me know if you have any questions or suggestions.

As always, thank you for your support and God bless.

Your ____ grade Room Reps

Room Rep names, email addresses and phone numbers