

October 10, 2014

Dear Parents,

The school year has gotten off to a smooth start and Mrs. Flesner has many special activities planned for our children. I am **Tomica Brown** and I am the **Room Rep** for your child's class this year.

At registration in August, some parents signed up to assist in classroom events. Because of the rush activity at registration, some of you who might otherwise have been willing to help, might have missed signing up. Please **call, 470 – 395 – 6938 to reach me**, or email Mrs. Flesner if you would like to add your name and information to our list of helpers. Helpers can be people who send things in, so even if you work during the day and can't come to the school, you can still be a helper. Please be assured that all phone numbers we receive will remain confidential.

There will be 2 classroom parties this year, **Winter Break** and the **End of the Year party**. You will receive more information regarding specific information at a later date. At the parties, most of the help we need will be in the form of food and beverage contributions. We will also need a few people to help set up and to clean up afterwards. Other events that you may be called upon to assist are field trips, field days, or sending in a specific treat for a specific holiday. Also, we will serve as a link between our classroom, school related events, and the PTA. We will occasionally contact you by telephone to keep you informed of school and PTA happenings. As we need help during the year, we will call you or send notes home with your child.

A **one-time donation of \$15 per student** for class parties and teacher gifts was collected on Registration Day. If you did not contribute at that time, **please send in the \$15 now**. This money is used to **cover all Room Rep expenses**, such as class holiday gift, teacher appreciation week, party supplies and teacher birthday.

Please feel free to call us with creative party ideas or suggestions. We welcome your comments. We hope that by all of us working together, we can ensure a fun, successful year in 3rd grade for our children.

Thank you in advance for your help!

Sincerely,

Tomica Brown