**Little River Elementary School**

**2017-2018**

**< Teacher Name / Grade >**

**< Date >**

Dear Parents:

During our Winter Holiday Celebration we would like to take a moment to say a special thank you to < Teacher Name >.

If you are planning an individual Winter Celebration gift for <Teacher Name>, please bring it to be presented that day. If you are interested in making a voluntary contribution to a group gift, please send in your voluntary cash contribution in an envelope marked “Room Parent” by ***<Day of Week / Date >***,

Thank you for making this year a success for all!

< Room Parent Name > < Room Parent Name >

< Telephone Number > < Telephone Number >

< Email Address > < Email Address >