Dear Parents/Guardians,

Welcome to the 2017-2018 school year! My name is and I will be the Head Room Parent for . Along with you and our child’s teacher, I will plan and organize our classroom parties this year.

The dates for our classroom holiday parties are as follows:

**Halloween: Tuesday, October 31, 2017 @ 10:15 am**

**Winter Holidays: Wednesday, December 20, 2017 @ 10:15 am**

**Valentine’s Day: Wednesday, February 14, 2018 @ 2:15 pm**

Each family will have the opportunity to contribute to one or more of the parties! I will be working with other parents/family members who have volunteered to help as Room Parents to plan each party. We welcome your ideas and suggestions, too! I will communicate either via email or with a note sent home with your child letting you know about each party and what we are in need of for food, games, crafts or paper products. It’s not too late to help as a Room Parent if you would like to help me plan and “throw” our parties for the kids! It’s never too late to help for each party, either. Please get in touch!

**The Kenwood HUG-PTO:**

If you have not already done so, as one of our Head Room Parents this year, I invite you to join the Kenwood HUG-PTO. The HUG (“Help Us Grow”) PTO is a wonderful, all-volunteer organization that hosts events and activities as well as providing materials and school improvements that benefit each of our children and our whole staff. Through the coordinated efforts of parents, teachers and staff, the HUG-PTO strives to create a fun, memorable experience that complements daily academics.

**My Contact Information:**

**Home Phone: Cell Phone:**

**Email:**

**I look forward to spending time with you and your children this year!**

If you are planning to attend any of the parties please remember that this is a special time for you to spend with your student. We ask that no siblings attend classroom parties.

All volunteers MUST complete a “Class II” VOLUNTEER APPLICATION (background check form) and submit it to the office before you can volunteer in the classroom.