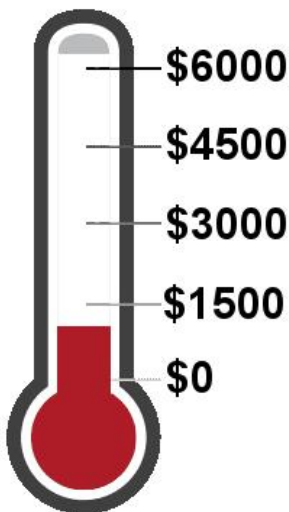




Principal: Mr. K. Elcombe

WALTER LEE ELEMENTARY SCHOOL
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“1960-2017 – Over Fifty Years of Empowering Learners”



**Request for Contributions from your Parent Advisory Council (PAC):
December 2017 Update**

Dear Lee Parents and Families,

A few weeks ago, we sent you a letter with a request for financial contributions to your Parent Advisory Council (PAC). The funds raised will be used to enhance your child’s learning experience at Walter Lee Elementary. We have had an immediate response to our request and a great start to our fundraising campaign! Thanks to your generosity, **we have already raised more than \$1200 to date.**

Although we are well underway, we have not yet met **our fundraising goal to raise \$6000 for our school through this campaign.** In addition to our annually PAC-funded programs, here is an update on some of the items still requiring funding which we mentioned last time:

- The new filtered water station in the intermediate hallway is now complete and operational.
- Two new “everything” book carts have been purchased and are being used in the library.
- The new sand play table for primary (K-1) students has been ordered.

If you have already made a financial contribution to the PAC, thank you for your generosity and kindly disregard the remainder of this letter. We are not asking you to make any additional contributions unless you would like to do so.

To all remaining families, we are asking you to consider making a financial contribution to your PAC. **Every dollar raised will go directly to supporting our students.** We greatly appreciate any amount you can contribute. If you contribute at least \$30 per student, your child will receive a complimentary Canteen voucher which can be redeemed for a free lunch (a pizza slice, juice box and small snack, or equivalent value) as a special thank you for your support. Tax receipts are also available for donations of \$30 or more. If you contribute to this campaign at any time this school year, your child will be included in our prize draw at our Prowl-A-Thon event in May.

The PAC welcomes and encourages all parents to get involved in whatever way you can throughout the school year. For those parents who are unable to volunteer their time, a financial contribution is a great way to support our school. Your contribution will help create the best possible learning environment and experience for all students. If you have any questions about this campaign or how to get involved in the PAC, please email us at LeeElementaryPAC@gmail.com .

Thank you for supporting your children, Walter Lee Elementary, and the PAC!

How to contribute:

Please complete the **PAC Contribution Form** and follow instructions for either **Option A** or **Option B** below:

Option A – No tax receipt required: Please make your contribution cheque payable to **Walter Lee PAC**. Cash donations are also acceptable. Please submit your PAC Contribution Form and payment to the black PAC mailbox located on the Gym Kitchen door.

Option B – Tax receipt requested: A minimum donation of \$30 is required. Please make your contribution cheque payable to **Walter Lee Elementary**. Please also complete the school district's **General Donation Form** to receive your tax receipt. Please submit your PAC Contribution Form **plus** General Donation Form, and payment to the black PAC mailbox located on the Gym Kitchen door.

Walter Lee PAC Contribution Form

Donor Name: _____

Student Name(s): _____ Division(s): _____

Address: _____

City/Province: _____ Postal Code: _____

Donation amount:

\$10 \$20 \$30 \$50 \$100 Other \$ _____

Tax Receipt Requested (minimum \$30 donation required):

Yes (Please make cheque payable to **Walter Lee Elementary**. Also complete school district *General Donation Form* – download form on our PAC website or pick up a paper copy from the PAC Bulletin board in the hallway by the staff room.)

No (Please make cheque payable to **Walter Lee PAC**.)

Thank You For Your Support