



Principal: Mr. K. Elcombe

**WALTER LEE ELEMENTARY SCHOOL**

9491 Ash Street, Richmond, B.C. V7A 2T7

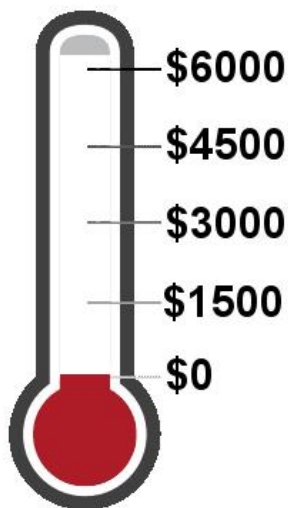
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“1960-2017 – Over Fifty Years of Empowering Learners”



### Request for Contributions from your Parent Advisory Council (PAC)

Dear Lee Parents and Families,

We are reaching out to all families of students at Walter Lee Elementary asking you to consider making a financial contribution to our school through the Parent Advisory Committee (PAC). Funds raised will be used to enhance your child's learning experience at Walter Lee Elementary. With your assistance, the PAC is able to fund classroom allocations, field trips, special programs and guest speakers, as well as other school-related items.

This year, **our goal is to raise \$6,000 for our school through this campaign.** In addition to the programs mentioned above, the PAC also wishes to fund the following items for the school:

- One filtered water station in the intermediate hallway
- One sand play table for primary (K-1) students
- Two “everything” book carts for the library
- Six standing tables for intermediate classrooms
- A class set of Google Cardboard VR glasses
- Specialty items for resource classrooms

Please show your support by making a contribution. **Every dollar raised will go directly to supporting our students.** Our campaign begins early this year as many of these items require funding soon. This year so far, the PAC has already funded the annual replenishment of schoolwide emergency kits, special presentations by Saleema Noon, and the installation of the filtered water station in the intermediate hallway is already complete.

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](mailto: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.

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**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