Hello Parents,

This is (Insert name) and I am the Room Parent for (Insert teacher name) class! I am here to help the class with all sorts of exciting activities.  From time to time I may reach out and ask for help with some of these tasks by sending out emails or letters as different events approach. Along with your support I would like to make this school year at Moss Park the very best for all members of the class and to make sure they have plenty of fun along the way!

Some of the events we have coming up this school year are the Boosterthon Fun Run, classroom parties and teacher appreciation week to name a few. I will be helping to plan and organize these events for the classroom and will be sending out more information as each one approaches.  I always appreciate any help offered and if anyone would like to volunteer their time please reach out and let me know.

 I am super excited to help (Insert teacher name) make this school year one they will remember! Please feel free to contact me at any time.

Sincerely,

(Insert name and contact information)