



# OAK HILL PTA

Oak Hill Elementary School PTA  
3210 Kinross Circle  
Oak Hill, VA 20171

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*Dear Parents,*

*The end of the school year is fast approaching! As your Room Parents, we are coordinating a class gift for our children's homeroom teacher. Participation in this class gift is voluntary. We understand that some families prefer to handle any gift giving on their own.*

*If you would like to participate in the class teacher gift, please send your contribution to class in a sealed envelope addressed to:*

\_\_\_\_\_ by \_\_\_\_\_.  
(Room Parent's Name c/o Child's Name) (Date)

*Thank you, in advance, for your contribution.*

*Sincerely,*

***Your Room Parents***

\_\_\_\_\_  
(Room Parent and contact information)

\_\_\_\_\_  
(Room Parent and contact information)

Oak Hill Elementary  
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