



COMMODORE SLOAT SCHOOL

P A R E N T S ' C L U B O R G A N I Z A T I O N

50 Darien Way, San Francisco, CA 94127 • phone 415-759-2807 • e-mail sloatparents@gmail.com • www.sloatparents.org

Dear Sloat families:

Welcome to the 2011/12 year at Commodore Sloat! We hope you and your children are settling into a fantastic year.

On behalf of the Sloat Parent's Club, we are inviting you to be part of a very important effort! Please join us in preserving Sloat's longstanding track-record of providing our children with an outstanding educational experience.

From our learning garden to exciting field trips, from poetry to PE, the Sloat Parents' Club works hard to support important enrichment and engagement opportunities for our children every day. In these times, these programs, supplies, and services are not possible for our children without the support of Sloat Parents.

The Cash Appeal Campaign is one of the critical ways we keep valuable programs and activities alive at Commodore Sloat. So please make a tax-deductible donation to the 2011/12 Cash Appeal Campaign today.

What's our goal? Our goal is to raise \$40,000 – or approximately \$200 for every student. The money we raise will ensure that we can continue these programs even in today's challenging environment:

- P.E. for every student (year-round)
- Learning garden for grades K–3 with special projects for grades 4-5 (year-round)
- Visual arts for grades K-5 (9 weeks per grade)
- Theatre Arts for grades K-3 (9 weeks)
- Choral music for grades K-3 (24 weeks for K, 17 weeks for 1-3)
- Musical Theatre for grades 4/5 (20 weeks)
- Poetry for grades 3–5 (15 weeks for 3-4, 12 weeks for 5)
- Teacher stipends twice a year to help pay for supplies, field trips, etc.
- Multicultural assemblies
- School-wide field trips for all grades including an unforgettable 5th grade overnight trip
- **And most importantly:** Being able to say "YES!" when teachers come to the PCO with a request for a necessary classroom or school-wide expense

Get out your checkbook or sign onto PayPal. Check with your HR department at work to see if they'll do a company match. Let's aim for 100% participation in this year's Cash Appeal. This strong showing will help us to leverage support from other sources and will ensure that our children have a well-rounded and inspiring year.

How much can you give? Whatever is comfortable for you and your family. Consider paying just over \$1 per day for the 180 days of exemplary education your child will receive at Sloat this year. It doesn't sound like much, right? Then write a check for \$200 per student. Don't worry if you are unable to contribute that amount; just give what you can. These programs are an important part of your child's education.

Thank you for your critical support! Check the back of this letter for answers to commonly-asked questions. If your questions aren't answered that way, feel free to call us at 469-9299.

Best regards,

Kevin Cunz and Deborah Cullinan, Cash Appeal Campaign Volunteer Chairs (Parents of Hayden in 4th Grade)

Cash Appeal 2011-2012

Frequently Asked Questions

1. *What will the Cash Appeal donations be used for? I am not sure where this money will go and how it will benefit my child.*

This year, money donated will be used in part to fund: Poet in Residence, Music, Physical Education for all grades two times a week, and Learning Garden for all grades. The Parents' Club will also fund the marine studies program (MARE), three multicultural assemblies (Chinese New Year, African American Heritage, and Cinco de Mayo), stipends twice yearly for teachers to help cover the cost of supplies, field trips for all grades, plus an amazing 5th grade overnight field trip. We are also supporting the school's copy machine contract and supplies this year. The PCO keeps a rainy day reserve that carries over from year to year and allocates any extra funds to special requests for necessary expenses. Examples of special requests include updating the costumes for the Cinco de Mayo assembly, a new slide for the Kindergarten yard, materials for the art class to make new wall hangings for the auditorium, a supply shed for PE equipment, etc.

2. *How do I pay?*

Return your checks in the envelope we have provided. Make all checks payable to CSS PCO. Don't forget to include a pledge form with your donation(s). You can also pay via PayPal on our web site sloatparents.org under "Donate Now." Keep in mind however that PayPal deducts a percentage of your donation, so to maximize the donation, a check or cash is best.

3. *How can I return my Cash Appeal contribution to the school safely?*

Use the attached envelope and put your cash or check (payable to CSS-PCO – Cash Appeal) in with the donation form. Then hand the envelope directly to your child's teacher or put it in the locked PCO mailbox in the office. If you use your own envelope, be sure to mark "Cash Appeal" on the front.

4. *When do I need to send in my money?*

Please make your donation or pledge as soon as possible so our programs can continue uninterrupted. If you can give the target \$200 per student now, that is wonderful. Otherwise, give what you can now and indicate on your donation form how you plan to pay the remainder of your pledge (monthly, quarterly, etc.) We will accept donations throughout the school year, but ask that you let us know your intentions. That way, we can monitor our program's progress as well as make sure programs continue uninterrupted. We can help you with donation reminders throughout the year.

5. *Will I receive a receipt for my tax records?*

Yes. Once we receive and process your donation, we will send a confirmation/thank you letter to you directly. Please make sure that you fill out your donation form completely so we have the necessary information to send you this receipt. To save trees, we will send these acknowledgements via email whenever possible.

6. *Can relatives and friends contribute money to the Cash Appeal?*

YES! You can either make a copy of the donation form for them or they can simply send their check (payable to CSS-PCO – Cash Appeal) directly to the school, including their name, current address, and the child to whom they're related on the check.

7. *What if my employer has a company match program?*

Many companies have matching funds programs. This is a great way to provide extra funds to our schools. Commodore Sloat is a qualified recipient of many company-matching programs. Please check with your employer, you may be able to double or triple your school donation!

8. *I contribute in other ways to the school, why must I send you a check too?*

We appreciate that our parents support our school in many ways. Please remember that the funds we raise through the Cash Appeal, as well as other community-wide fundraisers throughout the year, support the entire school, not just specific teachers or classes.

9. *Do other public schools ask parents directly for money?*

Yes they do. In fact, many schools request more than \$200 per student. Your participation in the Cash Appeal is strictly voluntary, and we hope you will place a high value on what your student receives as a result of this fundraising.

COMMODORE SLOAT SCHOOL

Cash Appeal 2011-2012

Donation Form

Your donation is tax-deductible!

I want to help support my child's education at Sloat!

Enter dollar amounts and total:

My donation: \$ _____
(target is \$200 per child at Sloat, or
whatever you can comfortably afford)

Anonymous sponsorship for another family: \$ _____
(also tax deductible for you!)

Total enclosed: \$ _____

My payment is enclosed (cash or check payable to "CSS PCO – Cash Appeal")

My company can match my donation (contact your HR department!)

I am enclosing partial payment and pledge to send the remaining funds:

- Monthly
- Quarterly
- Other

Please fill out the following so we may give you a tax receipt

Your name: _____ E-mail: _____

Address: _____

Phone number: _____

Child(ren) attending Sloat:

Name: _____ Room #: _____

Name: _____ Room #: _____

Name: _____ Room #: _____

Please use the attached envelope and remember to enclose this donation form. Return envelope to your child's teacher or drop it off in the locked PCO mailbox in the office. If you use your own envelope, please mark "Cash Appeal" on the front.

Thanks for your support!