



ROOM PARENT

GUIDELINES FOR COLLECTING MONEY

Sometimes, money is collected by Room Parents for Teacher gifts. This is **optional** and is never required by the PTO or the school. If you and your class choose to collect money for a gift, please follow the below guidelines.

- Classroom gifts are completely optional. If you decide to go that route, please let your classroom families know that participation by everyone is not required.
 - Never suggest an amount that each family should donate. If people donate, whatever they choose to contribute is fine. Your total should be based on that, and not a predetermined amount.
- When you email the class about the gift, **DO NOT** include the teacher.
- Venmo is the easiest way to collect money - choose one room parents venmo to use and include that information in your email.
 - Keep track of what you receive!!
- Class gifts can be organized around the following times:
 - Holiday Party
 - Teacher Appreciation
 - End of Year
 - Teacher Birthdays