



Dear MVM,

As the holiday season approaches, we know many families may wish to send greetings and express their gratitude for the hard work that all of our teachers and staff members have been doing this school year.

Since things are different this year, and families won't have the opportunity to hand deliver their gifts as they usually would, our Hospitality Team has come up with a plan!

As you may know, there will be a Materials Distribution on **Wednesday, December 2nd**. **On that day, we will have labeled bins set out for each classroom, and additional bins for our specials, special education, and administrative/support staff. If you have any cards or gifts that you wish to deliver on that day, please place them in the appropriate bin.**

Please keep in mind that staff members are not in the building on a daily basis, so gifts may need to be at the school for some time before they get to the recipient. For that reason, please *do not include any perishable items*. Due to the situation with COVID 19, we also ask that you *not include any homemade food items*.

We recognize that this is short notice, and many families may not have things prepared by this date, but don't fret! Our plan is to have these bins available at each Materials Distribution Day going forward. After all, our teachers deserve recognition and thanks all throughout the year, so feel free to drop off a note or a gift on any of these dates.

Thank you for your thoughtfulness and kindness toward our dedicated staff members. We wish you all a happy holiday season!

- The Hospitality Team