

March 4, 2019

Dear Senior Faculty Representative:

This year CEA’s Book Drive will focus directly on our third-grade students. Last year, just over 85% of our third-grade students met the state’s reading standards. CEA has decided to continue working with the district with a goal to put a new book in the district created summer enrichment packets for third-grade students. Enclosed you will find the following:

* Letters for each member
* Recommended Book List
* Guide to use Scholastics Book Club- to order and ship to office
* Prize entry forms for members who donate three or more new books

CEA is asking each Faculty Representative to support us in this endeavor by:

1. Distributing letters to the membership

2. Talking to your administrators and asking for their support

3. Holding a brief meeting to personally ask members to participate by donating two or more new books

4. Designating a drop-off area along with boxes for the books

5. Giving staff friendly reminders about the campaign

6. Giving entry forms to members who donate at least three new books

7. Dropping off, or having a designated person drop off, donated books no later than Thursday, April 18th, at the CEA office.

CEA will be collecting **new** books only. Our focus is books that range between primer and third-grade reading levels. A recommended book list is enclosed.

Your support of CEA’s campaign is greatly appreciated.

If you have any questions, contact me at (614) 253-4731 or [tmullins@ceaohio.org](mailto:tmullins@ceaohio.org). Thank you for your support of this year’s campaign.

Sincerely,



Teri Mullins

CEA Book Drive Chairperson

Enclosures

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Vice President

Phil Hayes

Secretary

Kari Yates

Budget Director

Tom Busher

Board of Governors

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