January 31, 2022

Dear Senior Faculty Representative:

This year CEA’s Book Drive will focus directly on our Pre-K students. CEA is continuing to work with the district to put a new book in the hands of our Pre-K students and families.

- Letters for each member
- Recommended Book List
- Prize entry forms (one entry form for every three books donated)

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 one 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 Monday, February 28th at the CEA office.

CEA will be collecting new books only. Our focus is getting quality and diverse literature in the hands of our Pre-K students that they can share with their family. 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@ceao ohio.org. Thank you for your support of this year’s campaign.

Teri Mullins
CEA Book Drive Chairperson