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- New England Association of Schools and Colleges
- Association for Middle Level Education
- National Association of Elementary School Principals
- New England League of Middle Schools
- National Federation of State High School Associations

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THE CONNECTICUT ASSOCIATION OF SCHOOLS

December, 2016

Dear Principal:

The Connecticut Association of Schools takes great pleasure in announcing the CAS Volunteer Recognition Banquet to be held on March 15, 2017, at 5:00 p.m. at the Aqua Turf Club in Southington.

Every school in Connecticut is blessed with parents and other volunteers who contribute to the success of their school. This program is intended to give public recognition to those who have made major contributions to your school. Contributions may include volunteering, tutoring, organizing events, serving as PTO/PTA officers, supporting fundraising, etc. In short, we want to provide an opportunity for you to say *Thank You* in a very special way in a very special place.

The cost of the event, which includes recognition in the program, award certificates for the honorees, and the legendary Aqua-Turf dinner, is \$40.00 per person. Schools that are not members of CAS are welcome to participate for an additional surcharge of \$100 per school.

- Dinner will be served family style. The menu includes Roast Beef, Chicken Francaise, and Pasta Primavera as entrees, along with tossed salad, vegetable, potatoes, rolls, dessert, soda, coffee, and tea.
- Any questions regarding the banquet, including special dietary requests should be directed to Barbara O'Connor at 203-250-1111 or boconnor@casciac.org. Please do not contact the Aqua Turf directly.

All registrations (award recipients, family members, school personnel) must be completed electronically via the CAS-CIAC web site at www.casciac.org. To submit your information, select the CAS website and click on member login at the top of the page.

- Enter your *school number and login ID* then hit *continue*.
- After successfully logging in, select:
View/Submit Volunteer Recognition Banquet Reservation Form.
- Complete the reservation request form, and when finished, hit *submit*.

Be sure to indicate the names of the volunteers your school will recognize and include three sentences describing their contributions. You will receive an immediate email response to confirm your reservation. ***The registration deadline has been extended to March 1, 2017.***

We are unable to accommodate registrations after the deadline or admit anyone into the banquet that has not been previously registered by the school principal. It is expected that a large number of CAS schools will participate. Schools will be seated on a first-come first-served basis. We will reserve individual tables for schools sending groups of 10. Smaller groups will be seated with participants from another school. An early response will ensure priority seating.

We look forward to greeting you on March 15, 2017, at the Aqua Turf.

Sincerely,

Roxanne Augelli

Roxanne Augelli
Assistant Executive Director