



## Superintendent's Circular

School Year 2011-2012

NUMBER:  
SUP-15

DATE:  
September 1, 2011

### GLOBE SANTA FUND

This year marks the 56<sup>th</sup> anniversary of the Boston Globe Santa Fund – a fund created for the purpose of providing toys for needy children in the Boston area. As in previous years, voluntary participation by the staff and students of the Boston Public Schools in this worthy humanitarian project is encouraged. I urge your active participation in this year's drive and in furthering the school system's record as the largest single contributor in the history of the fund. Last year, our donations totaled approximately \$22,000. I hope that this year, during a period of time when many families are experiencing difficult fiscal circumstances, we would match or even exceed last year's donation.

The schedule for the 2011 drive is as follows:

- **Monday, November 21: Drive officially begins.** A packet for each school containing donation envelopes for students and staff, as well as informational fliers, will be ready for pickup at the cluster mailrooms when they open Monday morning.
- **Monday, November 28 – Friday, December 9: Schools collect donations.** The Boston Globe has expressed an eagerness to feature in the newspaper schools and classrooms that launch creative efforts to raise funds for the drive. If your school or office has any innovative fund-raising stories to share, please notify Maureen Lumley, 617-635-6995.
- **Friday, December 9: Drive concludes.** All Principals and Headmasters should collect and count all funds.
- **Monday, December 12: Deadline for schools to submit funds to Maureen Lumley, Ombudsperson, Office of the Superintendent, 26 Court Street.** All principals and headmasters should send in a **single check** payable to "Globe Santa," for the full amount collected.
- **Tuesday, December 13: Central offices send funds to Court Street.** Each central office should submit a **single check** payable to "Globe Santa" to Maureen Lumley, Ombudsperson, Office of the Superintendent.

Your contribution and that of your students and staff to children in need, given in the true spirit of the holiday season, are gratefully acknowledged and appreciated. Thank you on behalf of all those children whose holidays will be brightened as a result of your concern and generosity.

Summary of significant dates and deadlines:

<b>Date</b>	<b>Activity</b>
Monday, November 21	Globe Santa Drive Begins.
Friday, December 9	Globe Santa Drive Ends.
Monday, December 12	Deadline for schools to submit funds to Maureen Lumley
Tuesday, December 13	Central offices send funds to Maureen Lumley.

For more information about this circular, contact:

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Carol R. Johnson, Superintendent