Forgotten Soldiers Outreach, Inc

www.forgottensoldiers.org

A tax-exempt 501(C)(3) Not-for-profit Corporation

Educator's Packet

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Updated: January 1, 2017

Getting Started at Your School with Forgotten Soldiers Outreach, Inc.

1. Speak with administration for approval of participation in our outreach and use of the parent letter/permission slip. Forgotten Soldiers Outreach, Inc. is a not-for-profit organization with a goal to encourage servicemen and women who are deployed by sending care packages filled with food, hygiene items and letters of encouragement. You may want to mention that you could incorporate this project with your letter-writing curriculum, poetry curriculum, Veteran's Day, Thanksgiving (give thanks to a service member) and/or Memorial Day lessons. Students will be applying their language and writing skills in a real-life, meaningful situation

2. Review and revise the parent letter as needed to represent the needs or requirements of your school and/or grade level.

3. Designate a contact person to deliver letters and items to a drop-off location or mail them to Forgotten Soldiers Outreach, Inc. The drop-off locations are listed on the website at www.forgottensoldiers.org/help/drop-off-locations. The mailing address is:

Forgotten Soldiers Outreach, Inc.
3550 23rd Avenue South, Suite 7
Lake Worth, FL 33461

4. Please adhere to the guidelines listed on page 3.

5. Forgotten Soldiers Outreach accepts letters and donations all year round. You may choose your level of involvement. Any and all contributions are greatly appreciated!

- Letter writing, only
- Letter writing and donations (see page 5 for a list of items needed)
- Monetary fundraising (see pages 6-9 for examples)

Guidelines for Students' Letters to Soldiers

Forgotten Soldiers Outreach, Inc.

Year-Round Letter-Writing Campaign

Have your students apply their language and writing skills while showing compassion and gratitude to members of our Military.

How to Write a Letter:

- At the top of each letter, use the teacher's name and school's return address, so the service member may write back.

- Use a generic greeting such as Dear Service Member or Dear American Hero.
  (We send letters to all branches of the Armed Forces, not just to soldiers in the Army.)

- The body of the letter must be positive and upbeat. Here are some suggestions:
  - Tell about yourself. (school, grade, sports, hobbies)
  - Tell about a positive current event. (field trip, birthday, a movie you've seen)
  - Ask a question. (What branch of the service are you in? Where are you stationed?)
  - Give a compliment. (Thank you for serving our country. You are very brave.)

- Close the letter with the student's FIRST NAME only.

Teachers:

- ✓ All letters will be proof-read by volunteers at Forgotten Soldiers Outreach, so please do not put letters into individual envelopes.

- ✓ Artwork is greatly appreciated, but please do not use glitter.

- ✓ Bring letters to the nearest drop-off location. For a list, go to www.forgottensoldiers.org/help/drop-off-locations. Or mail them to:
  Forgotten Soldiers Outreach, Inc.
  3550 23rd Ave. South, Suite 7
  Lake Worth, FL 33461

- ✓ Thank you for your interest and involvement in this outreach!

Sample Parent Letter & Permission Slip

Forgotten Soldiers Outreach
www.forgottensoldiers.org

Date: _____

Dear Parent/Guardian,

Our class is participating in helping Forgotten Soldiers Outreach, Inc., a not-for-profit organization whose focus is to encourage United States servicemen and women who are currently deployed in countries overseas. This organization sends monthly "We Care" packages, which include friendly letters and requested items, to the service members.

Without taking a political standpoint, but rather an act of compassion, I would like the students to have the opportunity to help encourage these soldiers by writing letters and giving them gifts that they can use.

This is a great opportunity for students to use their writing skills. All letters will be proof-read for content appropriateness by the teacher and volunteers at Forgotten Soldiers Outreach, Inc. Also, students are instructed to not give any identifiable information. They may give their first name only, while using the teacher's name and school's address as a return address.

Items will be collected for periodic donations to this outreach. Attached is a list of some items the soldiers have requested. You may also visit this website for more information: http://www.forgottensoldiers.org.

Thank you for your contribution.

Sincerely,

_____

Please indicate below if you would like your child to participate in this activity. If you would not like your child to participate, I will provide an alternate activity for your child.

_____ Yes, my child may write a letter to a soldier.
_____ No, I do not want my child to participate in writing a letter to a soldier.

_____ _____
Student Name Parent/Guardian Signature

ITEMS NEEDED FOR FORGOTTEN SOLDIERS OUTREACH "WE CARE" PACKAGES

Below is a list of items that we need on a regular basis to fill our packages. This is not a complete list and items are deleted and added based on need and requests from our recipients.

We appreciate all the items that we receive; however, we cannot ship alcohol, aerosol cans, tobacco, lewd/pornographic materials or pork products. We will not ship items that have expired or have been opened and/or used. All donated items are carefully checked for quality control.

Toiletries/Hygiene

(prefer travel size)

- Baby Wipes
- Bar Soap
- Disposable Razors
- Lip Balm/Chapstick
- Q-tips
- Tissues
- Toothpaste
- Baby/Foot Powder
- Dental Floss
- Hand Sanitizer
- Mouthwash
- Tampons
- Toothbrushes

Food Items

- Slim Jims
- Foil Tuna Packs
- Crackers
- Hot Chocolate
- Individual Packages Nuts/Dried Fruit
- Individual Packed Drink Mixes
- Oatmeal/Grits Packages
- Ramen Noodles
- Snack/Breakfast Bars
- Trail Mix
- Microwavable Meals
  (example: Ravioli, Mac & Cheese, Soups, Spaghetti)

Additional Items

- Insect Repellent Wipes
- Gallon Size Storage Bags
- Snack Size Storage Bags
- Scotch Tape (Refills)

Forgotten Soldiers Outreach 3550 23rd Avenue South, Suite 7 Lake Worth, FL 33461 561-369-2933
www.forgottensoldiers.org

Revised 12/9/16

School Project: A Little Change Goes a Long Way

Press Release: December 1, 2008

STUDENTS AT MANATEE ELEMENTARY SCHOOL PRESENTS $5,000 TO FORGOTTEN SOLDIERS OUTREACH ON DECEMBER 5TH, 2008

Lake Worth, Florida -- All media are encouraged to come for this wonderful Holiday Story...Manatee Elementary School held such an incredible fundraiser in October for Forgotten Soldiers Outreach. On Friday, December 5th, Manatee Elementary will hold a special Veterans Assembly for their students to present Forgotten Soldiers Outreach a check exceeding $5,000 that they raised by holding a coin drive project called, 'A Little "Change" Goes A Long Way'.

This fundraiser occurred during the week of October 20th-October 24th. Each class received a gallon jug to decorate for the coin collection. On Monday, October 20th, students donated pennies, Tuesday-nickels, Wednesday-dimes, Thursday-quarters, and Friday-dollars. The PTA kept daily track of the coins donated and updated the school on their morning announcements as to the daily contribution. There was competition between grade levels.

Forgotten Soldiers Outreach will be providing honorary speakers, which will encompass Vietnam Veterans and recipients of "we care" packages. This will be a very special day for not only Forgotten Soldiers Outreach, but for the students who all pulled together as a community to send "a little bit of home" to our U.S. Armed forces serving in harm's way throughout the world.

"What an honor to be the recipient charity of such a creative and successful fundraising drive. We are extremely excited by the results and compassion from these students, as they not only raised an incredible amount of money in one week, but they also collected "We Care" packages items, as well as wrote letters of support to our U.S. servicemen and women serving overseas. These students "truly get it" and realize how important it is this day and age to send "a little bit of home" to our troops who are putting their lives in harm's way to protect all of us. What an incredible example this sets to others. These children are our future, we are extremely proud of them. It is our hope that the students of Manatee Elementary will set the precedents for schools throughout the country", comments Lynelle Chauncey Zelnar, Executive Director and Founder of Forgotten Soldiers Outreach.

The monies couldn't come in at a better time, especially when our economy is taking such a hard hit, and people's pockets are so tight. But, these children found a way. Many of our troops are now on their 5th and 6th deployment and actually registering themselves to become a monthly recipient of Forgotten Soldiers Outreach. We are so grateful to these students, the PTA and Manatee Elementary School in assisting Forgotten Soldiers Outreach to assure that our troops are not forgotten", Zelnar added.

For more information about Forgotten Soldiers Outreach, a national 501(c)(3) charitable organization registered with the State of Florida please log on to www.forgottensoldiers.org or call 561-369-2933. Manatee Elementary School is located at 7001 Charleston Shores Blvd. Lake Worth and can be reached at (561) 357-1800 or Karen Folino, PTA Vice President of Fundraising can be contacted via email at manateehelper@yahoo.com. Forgotten Soldiers Outreach is a member of America Supports You, an ongoing, nationwide program organized by the Department of Defense to showcase Americans' support for the men and women of the Armed Forces and their families.

School Project: WPE has a H.E.A.R.T. for the U. S. Troops
Press Release: February 10, 2010

STUDENTS AT WHISPERING PINES ELEMENTARY COLLECTS OVER $1,800 ALONG WITH ITEMS AND VALENTINES FOR OUR TROOPS TO FORGOTTEN SOLDIERS OUTREACH

Cutler Bay, Florida -- Whispering Pines Elementary School held a "heart-felt" fundraiser drive the week of January 25th for Forgotten Soldiers Outreach, Inc. and presented a check exceeding $1,800 to Lynelle Chauncey Zelnar, Executive Director and Founder of Forgotten Soldiers Outreach, Inc. and resident of Cutler Bay. A major collection of donated items and hundreds of Valentines to be included in Forgotten Soldiers Outreach's Valentine's Day/February We Care Packages were also presented to Forgotten Soldiers Outreach.

The students raised these funds in ONE week via a coin drive project, collection of items and Valentine Cards for the project they called, 'WPE Has a H.E.A.R.T for the U.S. Troops'. Each class participated in collecting coins. On Monday, January 25th students donated pennies, Tuesday-nickels, Wednesday-dimes, Thursday-quarters, and Friday-dollars. The PTA kept track of the coins donated and updated the school on their morning announcements as to the contributions. There was competition between grade levels and classes, in which the winning participants (grade and classes) will be the recipients of a pizza party and ice cream party, partly sponsored by Forgotten Soldiers Outreach and the PTA. Soldiers will assist in serving the pizza and ice cream later this month.

"Whispering Pines participation in the WPE has a H.E.A.R.T. program; (Hope, Encouragement, And Remembering Troops) benefiting the Forgotten Soldiers Outreach (FSO) was very rewarding and a great way for us to show our support. I am very proud to be a part of a school whose outstanding amount of donations will provide several soldiers with a little bit more hope and encouragement. Our school's involvement will hopefully set an example for other schools in our community to do the same", says Nicole Barczak, PTA Vice President.

"What an honor to be the recipient charity of such a creative and successful fundraising drive. FSO is thrilled by the results and compassion from these students. These students "truly get it" and realize how important it is this day and age to send "a little bit of home" to our troops who are putting their lives in harms way to protect all of us. What an incredible example this sets to others. These children are our future, we are extremely proud of them. It is our hope that the students and families of Whispering Pines Elementary will set the precedents for other schools throughout the county", comments Lynelle Chauncey Zelnar, Executive Director and Founder of Forgotten Soldiers Outreach.

The monies couldn't come in at a better time, especially when our economy is taking such a hard hit, and when more deployments of our military personnel are occurring, including to Haiti. These children found a way. Many of our troops are now on their 5th and 6th deployment and actually registering themselves to become a monthly recipient of FSO. We are so grateful to these students, the PTA and Whispering Pines Elementary School in assisting FSO to assure that our troops are not forgotten", Zelnar added. "We challenge the schools of Miami-Dade to see if they can exceed WPE with a collection drive of "A little change goes a long way".

School Drive: Pennies Per Patriot Project

Press Release: February 2011

Woodland Middle School, Lake Worth, Florida
Instructor, Mr. Organ, 7th Grade Civics Class

PENNIES PER PATRIOT PROJECT

This program started from a simple comment from a student "So what's the big deal about 4,000 dead in Iraq - that's not a lot - you can't even by a good car for that amount".

It occurred to me (like being hit by a brick), that many middle school students have a concept of just how many of anything represents a large number - particularly that of people who have given their life for America.

To drive home a point, I took a single penny - and declared that "this penny now represents the life of a single soldier killed in Iraq - who will not grow up to raise a family, be a good uncle/aunt to you, or become a productive citizen - and what a shame it is". This can also be applied to a fallen veteran of any U.S. war. My own namesake- Patrick Organ - was a 20-year old that was killed on the island of Iwo Jima.

The penny that I dropped in the bucket was named "Patrick Organ", and the rest is history.

Students at first brought in single pennies, or whatever they had in their pockets -and were actually reverent to the atmosphere of dropping the penny into a large jar. Students emptied piggy banks, cleaned off desks, and emptied pockets to contribute. Many have asked for a moment of silence, gave the jar the sign of the cross, or just pressed their fingers to the side.

This year, 34,430 pennies were collected. A donation of $ 343.30 will be forwarded to the local chapter of Forgotten Soldiers Outreach.

This is not just a request for pennies. It is a symbolic gesture / educational tool for each student to realize that our fallen veterans are not just numbers for the history books, but that they are real people.

Created and Implemented by Mr. Patrick Organ, Civic Teacher at Woodlands Middle School, Lake Worth, Florida

School Project: Operation Home Sweet Home

Press Release: September 2012

Fred DePrez, Edcuator; 7th Grade Language Arts; Team 705--Orange Crushers;
Payne Junior High School; Queen Creek, Arizona; September 2012

SEPTEMBER 2012 CAMPAIGN; COLLECTED OVER 100 LETTERS OF ENCOURAGEMENT AND RAISED $525 TO HELP FSO WITH THE SHIPPING COSTS FOR THE MONTH OF OCTOBER! THANK YOU PAYNE JUNIOR HIGH SCHOOL 7TH GRADE LANGUAGE ARTS STUDENTS FOR SETTING SUCH A GREAT EXAMPLE!

MR. DEPREZ SAID: "The kids were really excited and already have ideas for expanding. Interestingly, a number of other teachers also liked the concept, so next year we hope to include more classes. That said, I hope to keep this a part of my yearly curriculum because I believe it really brought home a lot of the work we have been doing."

GO TO THE FOLLOWING LINKS FOR THE SCHOOL WEBSITE PROMOTION OF "OPERATION HOME-SWEET-HOME" PROGRAM

Go to: http://www.mychandlerschools.org//Domain/3196
Go to: http://www.mychandlerschools.org//site/Default.aspx?PageID=40019

The Orange Crushers get together on the last day of each quarter to celebrate their successes and build comradery between team members. This year, we will also be including at least two service projects.

The service projects are intended to:

1) Support the community and build citizenship;
2) Allow students an opportunity to connect their learning to real-world issues;
3) Allow students to see the impact of their work in a real-world context.

This quarter, the Orange Crushers will be supporting Forgotten Soldiers Outreach, an outreach organization for American service people. We will do so through writing letters and running a penny drive. The activities are an extension of work being done in social studies and language arts, focusing on the Civil War and functional text. Our involvement with the charity and activities will all be apolitical.

The classes will all write and edit letters in the computer lab between September 12 and September 20.

Additionally, Honors language arts will design and compose the posters, flyers, and announcements for a three-day penny drive campaign which will be run September 25-27. All classes will help collect the funds and keep a tally.

During team day on September 28, the kids will address their letters and a check for the money they have raised to be sent off to the organization.

We are very excited about this project. Please let us know if you have any questions or concerns, or can think of way in which you might be able to help out!

Contact Us

Mail: Forgotten Soldiers Outreach, Inc.
3550 23rd Avenue South, Suite 7
Lake Worth, Florida 33461

Main Office Phone: 561-369-2933

Main Office Fax:..... 561-493-9819

General Email: ..... info@forgottensoldiers.org

To volunteer at events:..... fsogina@gmail.com

To sign up for packing events:..... fsogina@gmail.com

Website:

www.forgottensoldiers.org

Note:

Dear Educator,

This package was put in place by one of our initial Forgotten Soldiers Outreach volunteers, Suzanne Arruda Drummond, who has had to step down from her "volunteer position", but is still involved behind the scenes. This package was put in place by Suzanne to assist schools and educators on how to get started in this outreach. She developed this form along with teacher guidelines, a parent letter and a student permission slip in which she utilizes in the elementary school where she has been a school teacher. You may download any of these forms from our website. If you have any questions or comments, please contact our National Operations Center at 561-369-2933 or at info@forgottensoldiers.org. Thank you for your interest and involvement in this outreach.

Lynelle Chauncey Zelnar, Executive Director and Founder
Our troops fight for our FREEDOM, we must support them! "DON'T FORGET THE SOLDIERS!"