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June 26, 2017

Dear Benefactors, Family and Friends:

Since assuming the role of Executive Director in 2006, we have come to realize that there are so many people that are in need of our help and support. Of the approximate 1,100 Rensselaer students who attended school this year, 46% qualify for either free or reduced price lunch program. We continue to be surprised to learn that so many children (1 out of 3), 33% live near or below the poverty level, which is much higher than the national average of 23%. Due to the high cost of preparing a child for school, Circles has a program available where low-income parents may come in and get free school supplies for their students. This project is known as "***Cate's Kids Back to School Program***" and we need your assistance again to help us, help others.

Our program focus is on high school and pre-school students. Circles is requesting the following types of school supplies: pencils (regular lead #2 and color), pencil sharpener, erasers (for pencils), pens (black or blue), markers (dry erase and color), pocket folders (assorted colors), 3 ring binders (in 2" and 3" sizes), loose leaf paper (college ruled), graph paper, spiral subject notebooks (1, 3 and 5 subject in college ruled), subject dividers, plastic zipper pencil cases / boxes, 3"x5" index cards, highlighters (yellow), rulers (regular with metric), kleenex tissues, hand sanitizer (small bottles), post-it-notes, backpacks (no rollers/wheels), hole reinforcement labels, combination lock (for gym lockers), and other electronic items such as: flash drives, ear buds (for computer use) and scientific calculators.

Donations can be dropped off at Circles or we would be happy to arrange picking them up. If you are unable to shop and would prefer to make a monetary contribution to ***Circles of Mercy for Cate's Kids Back to School Program***, please do so by sending in your donation to us. We have the months of July and August to gather the donations. We would like to have the items delivered here by August 21st, so we can process the supplies and have the families pick them up at Circles beginning the week of August 28th through September 1st. This will enable the children to be better prepared for their all-important first weeks back to school beginning after Labor Day - September 4th!!!

Any assistance with this project will be greatly appreciated. If you have any questions please feel free call me or contact Candice or Kathy at Circles of Mercy: 462-0899. Thank you in advanced for your help and support, our client students require your assistance now more than ever!!!

Sincerely yours,

A handwritten signature in black ink that reads "Richard S. Zazycki". The signature is written in a cursive style.

Richard S. Zazycki, Executive
Director and Mercy Associate