# Invitation Email Template to Parents and Families

**Remove this text and update the highlighted sections of the template** to create an email that can be sent to parents and families to attend the meeting.

{Date}

Greetings families of {Insert School Name},

Summer is right around the corner, and that means our kids will be enjoying long days of camping, swimming and hanging out with their friends. Unfortunately, research shows they’ll also be experiencing something called the summer slide. Summer slide refers to the fact that children spend all school year learning math and reading, and when summer comes, they slide backward, losing those skills. Let’s fix that!

You are invited to attend {Insert PTA Name}’s *Summer Slide Listening Session* on{Insert Date}. During this event {Insert PTA Name} will share easy and fun activities that will help you and your family stay on track this summer. National PTA has partnered with Access by AT&T to provide these tools and resources.

There are also lots of opportunities to help out! We are looking for families to help {Insert Specific Ways You Want Parents to Volunteer}. If you are interested, please contact {Insert Contact Person and Contact Information}.

Join us at our *Summer Slide Listening Session* to see how you can make this summer both fun and educational. Let’s make sure our kids have what they need to head back to school in September ready to learn and take on new challenges.

We hope to see you there!

Sincerely,

{PTA President}