

Dear [Volunteer Name],

We hope this message finds you well. On behalf of the Parent-Teacher Association (PTA), we want to take a moment to express our heartfelt appreciation for your invaluable contribution as a volunteer.

Your dedication and commitment have not gone unnoticed. Through your support, we have been able to achieve great things for our school community, including [mention specific achievements or events].

Volunteers like you are the backbone of our programs, and we are incredibly grateful for your time and effort. Your passion for our school and its students makes a significant difference.

Thank you once again for your service. We look forward to your continued involvement in making our school a better place.

Sincerely,

[Your Name]

[Your Title]

[PTA Name]

[Contact Information]