



Wyoming Department of Education

Dr. Jim McBride, Superintendent of Public Instruction
Hathaway Building, 2nd Floor, 2300 Capitol Avenue
Cheyenne, WY 82002-0050
Phone 307-777-7673 Fax 307-777-6234 Website www.k12.wy.us

MEMORANDUM NO. 2010-219

TO: School District Superintendents
School Principals

FROM: Bruce Hayes, School Safety Consultant
Health Safety & Nutrition Division 

DATE: December 3, 2010

SUBJECT: Supporting our Troops in Afghanistan

ADDED CLARIFICATION ORIGINAL SUPERINTENDENT'S MEMO NO. 2010-209 ATTACHED

We have had some helpful items of feedback from schools regarding the effort to support those troops serving in Afghanistan. They are:

1. The flat rate $\frac{1}{2}$ cubic foot (priority mail) box is *also* called an "America Supports You" box or an "APO-FTO flat rate" box. Other similarly-sized boxes are more expensive than \$12.50.
2. Be sure to fill out your customs form ahead of time. If not, some locations may actually ask you to open your box.
3. There are some things one does NOT want to send. They include: cigarettes, pork products, radios, medicine, anything obscene, vaccines, anything with alcohol, aerosols, batteries, etc. Consult Google for a more complete list.
4. Our original information from long-time supporters was that the single address line would suffice. However, the majority of post offices expect a name and a location in addition to the APO line. Be sure you meet the requirements of your post office before you send it. It would be helpful to see www.usps.com/supportingourtroops/addressingtips.htm. This site shows examples of what a good address looks like. Based on this, the address my post office accepted was:

Director, Larry Cooke
USO
APO-AE 09355

Thank you for supporting the men and women who are sacrificing for us.

Attachment: Superintendent's Memo No. 2010-209



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MEMORANDUM NO. 2010-209

TO: School District Superintendents and
School Principals

FROM: Jim McBride, Ed.D. *JmCB*

DATE: November 19, 2010

SUBJECT: Supporting our Troops in Afghanistan

OPPORTUNITY TO ASSIST

As we approach this holiday season, I am reminded that we have about 94,000 American troops serving in Afghanistan, the largest conflict involving American forces.

Please consider sending a relief box to our courageous men and women who are in the field and will not be home for Christmas. Principals may wish to make this a school or classroom project.

To participate, take the following steps:

1. Go to any Post Office and get a flat rate ½ cubic foot (priority mail) box.
2. Address it to **APO-AE 09355** (the USO in Afghanistan).
3. Fill the box with some of the items on the attached list.
4. Feel free to include a thank you card or brief letter of support.
5. Mail the sealed box at the nearest Post Office. You will be asked to fill out a one-page customs form and pay \$12.50.

Note: The Post Office will not process the box without a return address – it can be either a personal return address or one for an organization. If you do not want to use the district or school location for the return address, you can use the Department of Education's address for this purpose. The package is always in the custody of the U.S. Post Office or the U.S. military.

JM:BH

Attachment

SOLDIER NEEDS

Below is a partial list of items our troops have indicated that they really need in Afghanistan.

A single ½ cubic foot flat rate box packed full only costs \$12.50 to send. You can address it directly on the box or with a Priority Mail address sticker.

In the "TO" section, write APO-AE 09355.

1. Band-aids
2. Baby wipes
3. Baby powder
4. Cloth bandana
5. Microfiber blankets/towels
6. Plain envelopes/stationery
7. Board games (small)
8. Beef jerky
9. Dried nuts/fruit
10. Trail mix
11. Gum/hard candy
12. Tooth paste/tooth brushes/dental floss
13. Eye drops
14. Music CDs
15. Children's books
16. Inspirational books
17. Chap stick
18. Zip-lock plastic bags
19. Pocket sewing kit
20. Disposable "earbuds"
21. Flip-flops
22. Trivia cards/playing cards
23. Yoyos
24. Phone cards
25. Quality razors
26. Bar soap (Ivory is requested)
27. Heavy duty balloons (covers muzzle, protects from sand)
28. Hand lotion
29. Neosporin
30. Hot sauce

Especially for women, they would love any kind of:
Makeup items/Manicure items/Moisturizers/Loofah sponges

Many thanks for whatever you can do.