



Covenant Grace Academy 2025 CGA Classroom Takeover Challenge Teacher of the Day Fundraiser – Parent Packet



What is “Teacher of the Day”?

This beloved CGA tradition gives students the chance to step into the shoes of their favorite teacher, principal or school secretary for a day! They’ll get to:

- Take the lead in classroom activities
- Make fun announcements
- Assist with lessons and routines
- Enjoy special recognition all day long

In the past, this opportunity was auctioned off to the highest bidder. Now, we’re excited to invite **every family to participate** and help raise support for CGA in a fun and friendly, competitive way!

And for even more fun this year, WE HAVE EXCITING NEWS!!

We are excited to share a Celebrity addition to ‘Teacher of the Day’ with **”Sheriff of the Day”!**



Sheriff ‘Stitch’ Guillory will be hosting a winning CGA student to be Sheriff of the Day! The student who raises the most will get first chance to choose to be Sheriff of the Day!

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Fundraiser Timeline and Important Dates

- **Kickoff Date:** Today, Monday September 29. Students took part in a fun and energetic kickoff day today and have your information packets with them ready to give to you!
- **Fundraising Deadline:** October 23, 2025 4pm.
- **Draft Day:** January 6, 2026 8am, CGA Chapel
- **“Take Over Day” *Teacher of the Day* Celebration:** January 29, 2026

🎯 How Does the Fundraiser Work?

1. Set up your child’s Pledge Page with the link emailed to you by 99Pledges* (*see more information below*)
2. Fundraise for your child
3. Collect Donations
4. As your students total adds up, they will earn incentives and a chance to win one of our 15 spots!
5. The Top 15 fundraisers in the school will win Sheriff, Teacher, Principal, or Secretary of the Day!

How to Fundraise:

Your child has their very own fundraising link* (*see below*). Share this link via text, email and social media with people you want to ask to donate! OR share a flyer with the information on it! You can share with:

- **Family, friends, church family, coworkers**
- **Businesses**
 - Businesses that donate \$250+ have multiple incentive options! (***see Business Sponsor Form and information included***)
 - Business sponsorship donations count towards the students overall fundraising total.
- **Next, Collect donations**
 - Donations can be made online via your child's participant page* where credit card, Apple Pay, Google Pay, and Paypal are accepted.
 - Checks are accepted as well. Make payable to: Covenant Grace Academy.
 - CGA is a 501(c)(3) organization. Donations are tax deductible. If an individual donor wishes to receive a receipt, please provide their email address information when you submit their payment to the office and an email with their donation receipt will be sent. (***See Check Collection Form provided***).
 - Business donations – see below
 - **We cannot accept cash.**
- **Earn rewards** – Students are participating in Classroom Challenges and School-wide incentives and while earning donations through fundraising to be one of the top 15 students who will get to choose their Teacher of the Day experience level!
- **Additional help: A Classroom Takeover Branded image** has been created and is suitable for sharing by text, email and social media will be sent to you in Remind. Include a few words, add the image, and the link and share!

***STUDENT FUNDRAISING PAGE/LINK:**

Please let us know if you ***did not*** receive an email from 99Pledges with your child's link. Be sure to check in JUNK/SPAM. They will be sent Monday September 29, 2025

CGA prepopulated your child's first name and last initial in the 99Pledges fundraising system. Your child's sharable, unique fundraising page link was created from that information and will look like the example shown here. We used a sample student entry: "Sarah S". Sarah's link would appear this way: www.99pledges.com/fund/cgaclassro/Sarah-S

Next, there are two handouts where you will need to **write-in your child's page link ID**. You will find them here:

1. The Business Sponsorship Form included in your packet.
 2. The full color Classroom Takeover flyer handout we included in your packet.
- You will see the image below embedded within the two forms ready to be filled in.

- Simply write in your child’s link ID (ex. Sarah-S) in the line provided on each form with the image shown here:

www.99pledges.com/fund/cgaclassro/_____

****We have provided 3 Classroom Takeover Flyers and 3 Business Sponsorship Flyers. We have more available at the office!**

****You can also download any of the forms we sent home including a shareable IMAGE from the CGA website here: covenantgraceacademy.com/forms**

Business Sponsorships

Three business sponsorship forms are included in your packet. The form provides the details, donation levels and incentives for each as well as space to collect the business’ information.

- A form should be completed for each Business Sponsor and submitted to the CGA Office no later than October 23, 2025 in order for credit to be applied to your child’s fundraising total.
- For businesses who wish to use a credit card or online donation, please be sure to fill in your child’s **99Pledges participant’s page link ID** in the line provided (see above) for This will ensure proper credit is attributed to your child.
- When returning the form, please include your family name in the upper right corner for proper credit – this is especially important for those with a check donation.
- Businesses will receive an email receipt for their tax purposes.



Reward Levels – How Students Earn Their Role

- “Teacher of the Day” will be based on **fundraising totals per student**. The **top 15 fundraisers** will be given the chance to choose their **Teacher of the Day** and step into their chosen role for the day. This can be our **Celebrity Sheriff of the Day**, Sheriff Stitch Guillory, a teacher, Coach Coleman or our office secretary.
- We have set a goal of \$250 per student. If each student reaches this amount, together we would nearly reach our school-wide fundraising goal of \$20,000!
- However, the more pledges your child secures, the better their chances of being named one of the 15 spots for Teacher (or Sheriff) of the Day — so every effort counts. Of course, we hope many of our students will exceed this goal, but even small pledges add up quickly when we all work together!
 - **TIP:** As you watch the progress, reevaluate (and consider increasing) the preset goal to encourage more donations! The information on how to edit your child’s goal and other details is found below under: *“How do I customize my participant pledge page”*



Selection Process – How Winners Are Chosen

To keep things fair and exciting, CGA will use a **highest-to-lowest selection order in a special and exciting “Draft Day” event which will be held January 6, 2026. Be on the lookout for more information on Draft Day – this will be an event you won’t want to miss!**

- Once fundraising closes, all students will be ranked by their total funds raised.
- Beginning with the **highest fundraiser**, students will take turns selecting which role/person they want to “take over” as Teacher of the Day.
- This continues down the list until all 15 roles are filled.
- The higher the collections, the better the chance the student gets to choose their favorite role!
- The **top overall fundraiser** has the option to choose any role including **Sheriff of the Day, Head of School (principal)** with extra privileges.

This process guarantees that every classroom and CGA Staff member is represented, rewards students’ fundraising efforts, and adds an exciting “draft day” element for students and families

Kid-Friendly Explanation:

“Everyone who raises pledges will be ranked from the biggest to smallest total. The top student fundraiser gets the first pick of which person they want to ‘take over.’ Then the next student picks, and so on, until every teacher, staff and Sheriff are filled. And the top student in the whole school can choose to be any role even Sheriff Stitch Guillory or Coach Coleman for the day!



Extra Excitement

- **Classroom Challenges:** Each class has a goal with exciting rewards for each milestone they reach!! Ask your child what fun rewards they are working for!
- Students will be surprised with extra fun with **school wide incentives!**

What about Siblings:

If a Teacher of the Day winner has siblings at CGA, the siblings will participate in a lunch with Coach Coleman and a Free Dress Pass!



Sample Messages to Customize and Share

Social Media Post:

“Help [Child’s Name] become **Teacher or Sheriff of the Day** at Covenant Grace Academy! Every dollar supports Christian education AND helps [him/her] take over the classroom (or Calcasieu Parish) for a day of fun. Donate here: [Your child’s page link] 💜💛 #CGAFamily #TeacherOfTheDay”

Text/Email to Family & Friends:

“Hi! [Child’s Name] is raising funds to be Teacher of the Day at Covenant Grace Academy. Would you consider giving to help reach the goal? Every gift helps the school AND gives [him/her] this fun opportunity. Donate here: [Your child's page link]. Thank you so much!”

Quick Sharing (Copy & Paste Version)

Hi friends! 💜 I’m raising pledges for the **CGA Classroom Takeover Challenge** — our school’s fundraiser that gives me the chance to be *Teacher of the Day!* Every dollar helps Covenant Grace Academy and supports Christ-centered education. Would you consider giving a small pledge to help me reach my goal? 🙌 Donate here: [your child’s page link]

OTHER HELPFUL INFORMATION

99Pledges provides 2 links:

- One to manage/edit your content and
- One for you to share in your fundraising efforts

The below instructions were taken from 99Pledges Help here:

<https://help.99pledges.com/en/articles/3961506-how-do-i-customize-my-participant-pledge-page> The information explains how you can edit some of the items in your child’s fundraising page.

You can add a photo of your child to their page. However, if you choose not to, you may use the default image or the Classroom Takeover image will send to you in Remind.

How do I customize my participant pledge page?

- Through a special link in your invitation email



Written by Rodrigo Ramos
Updated over a year ago

Through your private profile **management** link you will be able to upload a photo, change your participant’s message, edit their goal, edit their estimated number (if tracker is being used-optional), utilize the online tracker (if applicable to the fundraiser-optional).

If your campaign coordinator added your email address to the fundraiser, you will receive a personal invitation email with a link to your participant pledge page (be sure to check your spam folder).

No login or password is necessary.

Here's what it looks like. Instead of `{{manage_participant_url}}`, your own link will appear there:

Here's your private profile management page (Do NOT share this with anyone!):

`{{manage_participant_url}}`

** Upload a profile picture*

** Share by email and text message*

Once you click on that special link, it will open your private Manage Participant page where you can:

Add a profile picture.

Change your fundraising goal.

Change your participant message.

Through this special link, depending if your fundraiser Admin enabled the features to track "a-thon" activity (such as reading minutes) and collect T-Shirt Size, you will also be able to submit that information.

Track tab will allow you to enter your progress for the activity that your fundraiser is tracking. This is most commonly used for Read-a-thon to track minutes read every day for a 2-3 week period. If you don't see these tabs, then that means it was not enabled by your fundraiser Admin.

