

LONGACRE ELEMENTARY PTA Activities, Enrichments, Events & Volunteer Opportunities

As you can see from the long list below our PTA is very busy organizing and coordinating many events, activities and enrichments to help all of our students and staff to have an amazing school year. If you are available to help out in any way; whether before, during, after school or from home, please let us know. We welcome all volunteers!

Chairperson – is a volunteer that will coordinate an event from start to finish including the preparation, volunteer coordination and delegation, set up and clean up, promoting the event/activity via List Serv email and flyers, purchases within the PTA approved budget amount. The chairperson reports to the VP or Board member that the activity falls under.

Volunteer – anyone that gives of their time to help out at school or at an event. If you have 20 minutes a month or 20 minutes a day, all volunteers are appreciated!

Board Member – The Executive Board meets every month to coordinate chairpersons for school events, activities, fundraisers and enrichments, update bylaws, create an annual budget, monthly reporting, and newsletters. Our Board positions are a two year commitment. The Board includes a President, VP of Family Events, VP of School Events, VP of Fundraising, VP of Enrichments, Secretary and Treasurer Positions. Please let us know if interested as we have positions opening for next school year.

ENRICHMENTS

Art Smart (Sept-May) 20 minutes prep and 30-40 minutes in the classroom once a month. Volunteers are needed to assist in teaching children in the classrooms about art from a pre-selected portfolio. Art Smarts discussions are generally scheduled for 30-40 minutes once a month. A selected portfolio of artwork, with three-four art reproductions, is presented to each participating classroom monthly. In our presentations we assist the children in exploring the works of art by asking questions, teaching them to examine the art more closely, and leading their lively discussions and if time allows, corresponding craft time after the lesson for hands on learning.

Destination Imagination (Sept-March) Once a week for 1 hour assisting teams become competition ready after school. DI is a creative problem-solving program that is held throughout the district. Teams of students, headed by parents, enter a contest to create, write and produce a presentation based on a challenging theme that is provided. Parent volunteers (coaches) are needed. Please keep in mind a representative from Destination Imagination will be available to guide parent volunteers and coach training is available. Competitions are held at the district, state, and national level.

Math Pentathlon Classroom (Nov-April) About 1 hour once a month in classroom playing games with the kids. Parent volunteers are asked to come to school once a month to teach students various math games for competition. Training will be provided for the volunteers.

***Math Pentathlon Tournament Club** (Nov-April) Parent volunteers are asked to coordinate weekly meetings after school. Each division (K-1, 2-3, 4-5) has the opportunity to compete in a tournament held in the spring. Volunteers come to school once a week to teach students various math games for competition. Training will be provided for the volunteers. Assist students to help foster what was taught in the classroom to be used in competition format.

Publishing Center (March-May) Publishing Center is an enrichment made possible with PTA and teacher support. The goal of Publishing Center is to support student writing. The team focuses on two tasks. The first task is collecting and displaying student writing. This task starts taking places in February for meetings and preparation. The set-up part of this task takes place during early March. About 10-15 hours of time (split among volunteers) for this portion. The second task is to take a written piece of student work and create a finished bound piece. The idea is to have something for each student. This happens March through May and can be flexible to your schedule. About 20 hours (split among volunteers) for this portion.

Reflections (Early Fall) About 15-20 hours. Volunteers will inform students of the contest and its theme, collect entries and turn them in to be judged at school, district and state levels. Prepare an awards celebration for participants in December. Purchase prizes and offer light food for event.

***WordMasters** (Oct-April) Once a week for 45 minutes either before or after school. Volunteers are needed to organize this enrichment activity supported by the National Wordmasters team. Create lists and fun activities/games for students in 3rd to 5th grade to engage while they learn in a once a week program enhancing the learning of vocabulary and associations of the words. Great enrichment activity! *(This program may be replaced by a new literacy program - ask for details.)*

Family STEM Night (Winter) Advance prep time 2-4 hours. The event lasts one hour with at least an hour of prep time and half an hour of clean up following the event. Volunteers are needed to help prepare, set up and assist with STEM related projects that can be repeated as families rotate tables throughout the night. This event is sponsored by FIRST LEGO League but all families are welcome to volunteer.

FIRST LEGO League (year long opportunities: tournament season is Sept-Dec)

FIRST Lego League introduces young people, grades 4-8, to the fun and excitement of science and technology. Teams are composed of up to 10 students. The students do the work, like program an autonomous robot to score points on a thematic playing surface, create innovative solutions to a problem, all while being guided by the FLL Core Values. These three elements - the Robot Game, Project, and FLL Core Value - make up what is called the yearly Challenge. Teams also fundraise, create a team identity, and talk to experts in the field. Teams may attend an official FLL tournament in the region in November or December. Coaches and mentors are needed. Technical knowledge is not required, just a mentoring spirit. There are coach meetings where volunteers network and gain skills together.

FIRST LEGO League Jr. (year long opportunities: challenge season runs Sept-Dec)

Jr. FIRST Lego League captures young children's curiosity and directs it toward discovering the wonders of science and engineering. Children in kindergarten through 3rd grade form teams of 2-6 students and work on real-world challenges, explored through research, critical thinking, and imagination. Guided by adult coaches and the Jr. FLL Core Values, team members work with LEGO elements and motorized parts to build ideas and concepts and present them for review. Each year there is a new challenge based on a different theme. Students work on the LEGO model and the Show Me Poster. There are opportunities for teams to participate in Jr. FLL events and field trips and showcase their work and celebrate their success. Showcase events are in November or December. Coaches and mentors are needed. Technical knowledge is not required, just a mentoring spirit. There are coach meetings where volunteers network and gain skills together.

Garden Beautification (Fall/Spring) 1-2 hours a month or as needed. Assist in the maintenance of school's flowerbeds both in front and out back by weeding, planting and/or placing wood chips. Recruit others to help in periodic Spot Spruce up days to help keep and maintain a nice and beautiful school.

FUNDRAISERS

***Book Fair** (Fall/Spring) Many volunteers are needed throughout a one-to two week time period twice a year by taking 2-3 hour shifts throughout the day to help facilitate event. Volunteers will assist in the organization and sale (cashier) of books during the book fair. Volunteers are needed at various times, setup, cashier, and take down and assist students and parents in shopping experience. This is the 2nd biggest Fundraising event of the year and great fun for the whole school to be involved!

Box Tops for Education (Ongoing) About 1-2 hours of trimming and counting once a month. Best if many volunteers are able to help trim and cut and collect. Collection of box tops is on a monthly basis. Work alone at home or as a team of volunteers who can help cut and trim turned in pieces for additional money for the school.

Dining Days Out (various dates throughout year) 1-2 hours of planning per month. Organize for lunch or dinner out with proceeds from the restaurant going back toward school as a simple fundraiser. Promote event with flyers and email updates as needed.

Fun Run (Early Fall) Create a fun atmosphere for the largest fundraiser of the year! Many volunteers are needed for this fun, healthy event. Students collect pledges for their run. Volunteers are needed before the event and on the day of event (Full day) for guidance and support. Most of the prep work can be done at home setting up Excel spreadsheets of classes. Some copying, posters, flyers and creating the event bulletin board are needed to help promote the event. Help is also needed to count money turned in and distribute prizes the following week.

Grocery Cards (Ongoing) 1-2 hours- Encourage participation through flyers, listserv, and paw print reminders. Grocery cards are an ongoing year-long fundraiser.

Spirit Wear (Fall) 5-10 hours. Volunteers are needed to help fill T-shirt/various Spirit wear orders and distribute orders to the students and staff. Sale tables are needed at events to help promote visually spirit wear available for the year. Keep an ongoing tally and replenish as necessary.

FAMILY EVENTS

Bonaventure Family Skate Party (2-3 times throughout year) 1-2 hours each Skate party night operating a table for check in and classroom attendance prizes. Simple to manage should pre-arrange skate times with Bonaventure. Help create publicity and excitement for the event in email & flyers sent home, posters to be hung up a week before the event around school.

Donuts with Dads (November- two mornings prior to school starting) 4 hours. Organize two mornings about 2-hours each day before school where dads and kids can come and enjoy a simple cold breakfast. (A-L meet one morning, M-Z names meet the following day). Help coordinate hospitality help, set up clean up, collection of food (like donuts, fruit, juice, coffee, napkins)

Muffins with Moms (May- two mornings prior to school starting) 4 hours. Organize two mornings about 2-hours each day before school where moms and kids can come and enjoy a simple cold breakfast. (A-L meet one morning, M-Z names meet the following day). Help coordinate hospitality help, set up clean up, collection of food (like muffins, fruit, juice, coffee, napkins)

Family Banners (August/June primarily) Prep Time- 4-5 hours, Night of Welcome Back Social- 2 hours, hanging banners and organizing-30 minutes/2hours throughout year. Simple sewing/crafting tools needed. Create material banners that families paint a special keepsake to be hung up in cafeteria. Keep track of families and year that last child moves on to another school. Return the banners for the 4th graders leaving Longacre. Incorporate new families as needed throughout the year.

Family Bowling Night Prep time 1-2 hours. Night of event is approximately 2 hours. Work with local Bowling alley (i.e -Drakeshire Lanes) to confirm dates. Create flyers, posters and emails to generate excitement for event. Host a booth for check –in/attendance and prizes awarded for highest class participation.

School Wide Field Trip – (Saturday in November) DIA 5-10 hours in prep during the summer, making calls and coordinating transportation, setting up the tour making sure families have there permission slips turned in.

Staff Appreciation Week (May) 10-15 hours in prep time and great as a team effort. Approximately 15-30 minutes each day during the week for distribution of gifts. We like to shower our staff for a whole week with many tokens of appreciation. Volunteers are needed to help plan, decorate the staff lounge, distribute, and create the surprises to our staff usually connected to a simple yet fun theme. Help plan a nice luncheon for the entire Longacre staff.

This includes menu planning, food preparation, set-up, and clean up. Suggested use a caterer or potluck/dish style to pass from a list of volunteers who help keep costs low while encouraging families to help support the week with home-made treats and food.

SCHOOL EVENTS

Bingo For Books (Spring) Bingo for books volunteers should be available during the evening to help coordinate event. About 1-2 hours planning approximately 4- hours event. A fun, social event for families to come together enjoy some food, play some bingo and gently used and new books. Event pairs well with Book Fair timing.

Family Game Night (November) Prep time 1-2 hours. Night of event is approximately 3 hours. Volunteers are needed to help prepare, set up and assist with the games on the night of the event.

International Celebration Night (January) Volunteers are needed to assist in organizing and planning this event. Families are needed to represent their culture and/or heritage on the evening of the event. Incorporate a food sampling table in cafeteria.

Science Fair (Spring) 3-5 hours. Help organize the school Science Fair by distributing flyers, supply ideas, setting up the fair and rewarding participants with ribbons. Collect participation flyers and assign tables to the participants for the event. Set up with a team during the day prior to event.

Snowflake Ball (Winter) 3-10 hours. Help organize and plan a fun night out for families. Contacting DJ for dancing, decoration design and set up and tear down event. Promote with flyers, posters and emails. Collect money and handle ticket sales.

Spots' Summer Send Off (Spring) About 10 hours-and most is with planning a meeting to discuss the details of event and shopping for materials. Set up for event 2 hours prior and clean up is about 30 minutes. Volunteer team is needed to help create a great school event. This social is more like a school carnival with games, prizes and refreshments. Many volunteers will need to be recruited and organized for actual event day. Volunteers are needed to set up, clean up, run games/ bouncies, serve ice cream, work the prize room, bake for the sweet stroll, and assist at the admission tables and rotate every 45 minutes. So families can all enjoy event together without a lot of work.

***Trunk or Treat** (Fall) Approximately 5 hours prep time. Distribute flyers, keep a record of RSVP's of both Trunkers and Treaters. Block off parking lot at start of event and unblock at end of event. If event is moved inside due to weather, set up gym.

***Holiday Craft Workshop** (Early December) 2-5 hours of planning and organizing event included. Many volunteers are needed for various tasks. Volunteers are needed for the day of the event, set-up tables, and assist students during the event or clean up the craft tables. Volunteers are needed before the event to plan and prepare crafts for the students to make during the Holiday Fair. Volunteers are needed to send out advertisement for this favorite event, collect money from participating students.

OTHER

***Hospitality** (Year-long) 1-2 hours per event as needed throughout the year. Volunteers are needed to organize and assist in preparation of refreshments/table decorations for Kindergarten Orientation, Tea & Tissue and possibly other PTA activities.

***Room Party Coordinator** (Fall) 1-2 hours. Create a general meeting for other parents to connect and sign up for their own classroom room parties. Use this time to set examples, notes that need to go home and create a room parent leader for each classroom

Drop Off & Pick Up Lane (Year-Long) 20 minutes before and or after school. Volunteers are needed to help with the traffic flow in the school parking lot before and after school at drop off times. Volunteers will assist the children in out of cars safely and efficiently.

Directory (September- early October) 2-4 Hours. Assist in proofreading the directory and creating a fun designed cover page. May need to solicit local advertisers to help keep printing costs low. Coordinate with office personnel excel spreadsheet data for printing. Work is mostly done from home.

Longacre Paw Prints Newsletter (Monthly) 2-3 hours every month. Volunteers needed to put the school newsletter together. Copy and distribute to all students and staff the newsletter on a monthly basis.

***PTA Bulletin Board** (Monthly) 1-2 hours every month. Volunteers needed to update the PTA bulletin board with upcoming events and activities.

Welcome Back to School Social (August- Prior to school starting) 1-2 hours. Meet the teacher event and family social in one fun night out. Help set up a PTA table for membership, run copies, and work with the Family Banner coordinator of tables, set up and clean up.

Yearbook (Year-long) 15-25 hours. Volunteers are needed to aid in the photography and layout of the school yearbook. Creating photo keepsake students will have to treasure for years to come. Interest in photography, administrative skills, and detail oriented is a must!

***A Chairperson is currently needed for the 2016-2017 school year for those marked with an asterisk. Please contact any board member if you are able to help us fill this position. Please note that any event that does not have a chairperson is subject to cancellation.**