

## PARENT PARTICIPATION OPPORTUNITIES

Eisenhower International School depends on many different levels of involvement to continue providing our children, their families and our community the quality programming and services that are available. The following is a brief explanation of the many ways you can become involved.

**Volunteer Substitute / Support:** Help pullout teachers (art/drama, music, P.E.) with correspondence and special class projects or be a volunteer substitute. (No Chair Needed)

**Homeroom Parent:** A year-round responsibility. Organize volunteers from your class to help with class projects, field trips, chaperones, and school-wide events. Communicate monthly updates re. things happening with the class using e-mail, newsletters and phone calls. Most classes have several parents divide responsibilities with one serving as the key contact person.

**Treasurer's Committee:** Ongoing support of treasurer responsibilities such as budget preparation, cash receipts, expense reimbursements, and general review of books in preparation for annual audit.

**PTA Delegate:** Attend Tulsa City PTA meetings on 4<sup>th</sup> Tuesday mornings of each month then report to board and PTA monthly meetings.

**Site Council:** a shared decision-making group of teachers, parents, and PTA / Foundation representatives that serve as a clearinghouse for communication and advise the principal in areas re. student achievement and site improvement. Attend monthly meetings and coordinate with site council committees. Two Site Council Parent Representatives

**Building, Grounds and Safety:** Ongoing – make recommendations and implement ways to help keep our school safe and attractive.

**Curriculum:** Provide support for teachers' classroom curriculum.

**Finance:** investigates variety of means to support the school's budget. Includes methods such as grant writing, corporate sponsorships and Adopt-A-School Liaisons.

**Foreign Exchange:** appointed by the exchange coordinator to assist as needed with exchange program with San Luis Potosi, Mexico and Amiens, France.

**Technology:** Supports our technological endeavors such as website, email, database, audio/visual and computer acquisition and maintenance.

**Uniforms:** Answer parents dress code questions. Informs parents of and coordinates with uniform providers. Order and sell patches.

**FUND DEVELOPMENT CHAIR:** PTA board position that provides oversight & serves as point person for committees that generate funds for PTA. Attends monthly PTA & board meetings.

**Fiestivale Silent Auction:** Spring gala that nets \$15-23,000! Starting in the fall, help with planning and/or acquisitions. In March, help is needed with decorations, food and entertainment for this incredible, NOT TO BE MISSED evening.

- Help with acquisitions from businesses, EIS families and teachers. Coordinate family baskets or class art projects through the homeroom parents.
- Help with decoration ideas or set-up for the event.
- Help track inventory or reservations, write or design flyers or participate in check-in, checkout or auction.

**Innisbrook:** Fall gift promotion that nets around \$17,000!

- Acquisition of prizes to distribute to high achievers.
- Sale in September (collect money, tally student orders, submit school order).
- Product Distribution / Wrap-Up in October / early November. Distribute products to students, announce and reward the highest achievers with ice cream or pizza parties or limo rides to lunch.

**Spirit Merchandise Sales:** Order and sell school spirit items year-round at school events.

**Monthly Skate Night:** Inform families of the dates. Come up with themes and door prizes.

**Pizza or Pie Sales:** Organize, tally and distribute pie sales in November and pizza sales in January.

**Popcorn Sales:** Help pop bag and distribute. 12:30 - 3:00 every other Friday throughout the year.

**Kid's Art Sales:** Student's artwork is turned into gift items for sale. Over 12 week period, coordinate with art teacher to acquire artwork from students, distribute order forms to parents and then coordinate delivery of gift items.

**Retail Partnerships:** Ongoing – make recommendations of new school partner opportunities and handle any related paperwork. Current partnerships include: Albertson's, Target, Land's End, Kmart.

*Get a friend to join you on a committee!*

**Programs Chair:** PTA board position that provides oversight & serves as point person for committees providing program support for students and parents.

**Library / Global Learning Center Helper:** Assist with activities year-round as needed.

**Summer Reading Program:** Brief, and very easy. In May, notify students of the program. Distribute the memo and tally sheets at year-end. Collect forms in August, and then announce those who achieved their goal. Reward achievers with ice cream party.

**Great Books Facilitator:** Easy and brief (6 or more weekly before-school sessions in the spring), provide a training session for parent facilitators. Each takes a group of students (grades 2 - 5) to meet with to discuss an assigned short story. Students improve their comprehension and critical thinking skills.

**Book Fair:** Spring and fall event that earns books and money for the school library.

**Science Enrichment:** To provide and explore new science enrichment opportunities under EIS teacher direction (e.g., the Jason Project, Science Fair, Science Enrichment).

**Math Enrichment:** To provide and explore new math enrichment opportunities under EIS teacher direction.

**Outdoor Classroom:** Develop and maintain outdoor classroom. Plan and organize related educational activities.

**Local Immersion:** Make recommendations and implement local opportunities for immersion experiences for students and families.

**PTA Parent / Student Programs:** Make recommendations and implement educational and support programming for parents and students at PTA meetings and other times.

**Jog-A-Thon:** Brief and easy. Help organize snacks, music and parent volunteers for this event.

**Reflections:** Make recommendations and implement an annual PTA Reflections program. Should encourage and support students to express their creative talents through the arts.

**Science Fair Judges:** Spanish and French speakers needed to help judge student science fair projects in spring.

**Speech Arts Judges:** Assist in judging student entries for qualification in the TPS Speech Arts Festival. This is an annual event that gives students an opportunity to compete in categories of Retold Story, Prose Interpretation, Expository Speech, and Poetry Interpretation.

**Geo Board:** Assist Mr. Frayser in creating and maintaining a geography game board for the students.

**Communications Chair:** PTA board position that provides oversight & serves as point person for those committees involved with communication between the school, PTA, parents and the community.

**Newsletter *Eisenhower Informer*:** Interview teachers, gather news, write and layout articles, help with copies. Distributed the week after the monthly PTA meeting, with meeting minutes submitted by PTA Secretary.

**Yearbook:** Help gather photos and lay out the pages, then order and distribute the books.

**Directory:** In July and August, help update information on our families (from summer-mailing response forms), then compile and print the directory for distribution in September or early October.

**Record Book:** Compile photos, articles and other information about the school and events to provide a history of the year in scrapbook or simple business format. Easy.

**Database:** Create and maintain a database of EIS parents, alumni, and supporters.

**PTA Membership:** To coordinate PTA membership and actively recruit new members throughout the year. Collect dues and provide PTA cards.

**Hospitality Chair:** PTA board position that provides oversight & serves as point person for those committees involved with teacher and parent appreciation as well as school hospitality.

**Teachers' Luncheon(s):** Provide meal, decorate and clean up for teachers in the fall and spring. Simple, brief.

**Teacher Wish Lists:** Implement and maintain ongoing program to determine and provide for needs of teachers and staff.

**Teacher Appreciation:** Ongoing appreciation with notes, snacks and small gifts. In spring during National Teacher Appreciation, select gifts for the teachers and communicate daily themes. Provide a simple lunch one day.

**Kinder Orientation:** In April, help with kindergarten roundup day, welcome table at Spring Festival, orientation day, etc.

**Spring Festival:** Plan and organize activities. Arrange with each class to sponsor a booth or game. Can be kept simple.

**PTA Food / Dinners:** Make arrangements for food at PTA hosted events or dinners. Help set and clean up.

**International Visitors:** Provide meals or snacks for occasional international visitors to our school.

***Get a friend to join you on a committee!***