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OPEN PTA POSITIONS

We need YOU. We need your participation in order to support El Carmelo events and programs. We have MANY OPEN positions, especially on the Board. Please consider leading an event or joining the PTA exec board. Grab a friend and serve together! We encourage every parent to volunteer at El Carmelo, either through the PTA or in your child's classroom, in coordination with the teacher. No matter how much or how little time you have to give, there is a fit for you, and our kids will benefit from it.

If you've been thinking about it, now is the time to contact elcarmelopta@gmail.com. We can simplify responsibilities as needed. Are you sort of interested in the Exec VP or VP Communications, but worried about time commitment? Grab a friend! These jobs can be shared -- find someone you like to work with and let us know!

PTA Executive Board Members: Attend an hourly meeting 1x per month in addition to following duties:

- Exec VP:** spend the year preparing to be the 2019-2020 pta president; very flexible this year
- VP Fundraising:** Support the event chairs for fundraising efforts such as the book fair & family fun day
- VP Communications:** send weekly eNews, about 1 hour/week at home; quarterly Carmeletter newsletter
- VP Membership & Outreach:** track all PTA members; help welcome new families; 2 hours/month Aug - Oct
- Historian:** Keeps summary of events and compiles annual report in April

PTA Event Chairs:

Did you enjoy any of these events this year? Would you like to see them continue? Please volunteer -- or volunteer together with a friend --- **they will not be added to next year's budget or calendar without a chair:**

- **Movie Nights:** coordinate 1-2 movie nights per year; fri or sat evening, indoor or outdoor? Fun idea!
- **Box Tops for Education:** coordinate box tops collection, send in box tops (done totally at home)
- **Coffee with the Principal:** coordinate, publicize and bring coffee to monthly events
- **Noon Art/Maker Activities:** 1 or 2 times per month at lunch; kids LOVE it -- you choose the activities
- **Pumpkin Carving:** publicize, award prizes for kids who bring carved pumpkins for Halloween activity
- **5th Grade Graduation Refreshments** (typically filled by 4th grade parents): coordinate and set up refreshments for 5th graders and families following the graduation 2019
- **Bicycle Safety and/or 3rd Grade Bile Rodeo:** promote, coordinate, encourage bike safety

What would you like to do? Please contact elcarmelopta@gmail.com or talk with any member of the Exec Board:

Jen Wiener,	President	jenwiener@gmail.com
Rashmi Hunt,	VP Programs & Volunteer Services	rashmihunt@yahoo.com
Devony Taylor,	Secretary	devonystaylor@gmail.com
Lingzhi Sun,	Treasurer	slz83813408@gmail.com
Kristy Saket,	Auditor	khsaket@gmail.com
Rasha ElSayed,	Corresponding Secretary	rasha.as@gmail.com
Chris Flynn,	Parliamentarian	p.cflynn@icloud.com
Danae Reynolds,	Principal	dreynolds@pausd.org

Wishing you a joyous experience, and thank you for your valuable contribution of your time and experience.

Best regards,

Rashmi Hunt (Parent Volunteer)
VP, Volunteer Services, rashmihunt@yahoo.com

El Carmelo PTA Volunteer Form 2018-2019

If possible, please sign up using online form. Use this URL: <https://goo.gl/forms/vcOY9Q3TR2ejPIEs1>

Name(s): _____

Email(s): _____ Phone(s): _____

Child(ren) Name/Room #: 1. _____ 2. _____ 3. _____

How often can you help? Single Event (one-time commitment) Several times a year Ongoing

Please mark **any** events that you might like to help with and return completed form to the school office.

Thank you for helping El Carmelo!

- These events are being chaired by volunteer parents who need assistance. They will contact you accordingly. Dates listed are subject to change.
- If you would like to chair an event that is open or have any other questions, please contact Rashmi Hunt, VP Volunteer Services, at rashmihunt@yahoo.com

August

- Welcome Back Dinner (Sat, Aug 18)
- Picture Day (Tue, Aug 29)
- Back-to-School Night (Tues, Aug 21 Kinder)
- Back-to-School Night (Tue, Aug 28 Grades 1-5)
- Staff Welcome Luncheon (Wed, Aug 29)

September

- Fall Book Fair (Scholastic ,Wed-Sat, Sep 20-22)
- All School Picnic (Fri, Sep 21)
- Stories, Milk & Cookies (Fri, Sep 21)
- Bicycle Safety Rodeo (Tentative: Sept or Oct)

October

- PAUSD Hearing Screening -K,2,5 (Oct 9)
- Walk & Roll to School (Wed, Oct 5)
- Pumpkin Project Display (Wed, Oct 30)
- Ice Skating Party (Late Fall, Date TBD)

November

- See's Candy Fundraiser (Nov 10 through Dec 2)
- PiE Donation Days (Nov)

December

- PAUSD Vision Screening -K, 2,5 (Dec 4)
- Inclusive Schools Week (Dec 3-7)

January

- Pancake Breakfast (TBD)

February

- Family STEAM Day (Sun Feb 10)
- Bingo Night (Fri Feb 22)
- Lunar New Year Celebration (TBD Lunchtime)

March

- Lego Night (Lego building, racing, games; Tue Mar 14)
- Teacher/Staff Appreciation Week (Mar 25-29)
- Family Fun Day (Wed Mar 23)

April

- Earth Week (Mon-Fri, Apr 17-21)
- Walk & Roll to School (Wed Apr 19)

May

- Spring Book Fair (April or May, TBD)
- Field Day (Wed, May 29)

Ongoing (frequency and schedule depends on the activity)

- Coffees with the Principal
- Traffic safety (assist Principal/coordinate parents to help with safety of morning drop-offs)
- Green Team (assist Principal, teachers, parents in making El Carmelo more environmentally friendly)
- Noon Art (help children with lunchtime art projects)
- PiE (Partners in Education)
- School Newsletter (writing, editing, layout)
- Ten Mile Club (help children with lunchtime running club)