

VOLUNTEER SIGN-UP SHEET
LAKEWOOD ELEMENTARY 2009-2010

Your Name: _____

Phone #s: Home: _____ Work/Cell: _____ E-mail: _____

Your child's name(s): _____

Grade(s)/Section(s): _____ Teacher(s): _____

Check the opportunities below that interest you. You will be contacted by the lead person for that activity to let you know just what to do next or feel free to call the contact person listed for more information if you need it.

PTA Activities:

- | | |
|------------------------------------|---------------------------------------|
| _____ Art Education | _____ Lunch Bunch |
| _____ Bike Rodeo | _____ Memory Book Camera Crew |
| _____ Book Fair | _____ Mentoring |
| _____ Cultural Arts | _____ Reflections Art Competition |
| _____ Destination Imagination | _____ Round-up/Meet and Greet |
| _____ Enterprise City | _____ Safety Town |
| _____ Environment & Beautification | _____ Science Fair |
| _____ Expressions | _____ Spring Carnival |
| _____ Family Supper | _____ Staff Appreciation |
| _____ Fundraising Events | _____ Sunshine |
| _____ Halloween Carnival | _____ Tutoring |
| _____ Incentives (Stallion Store) | _____ Uniforms |
| _____ LECPTA Home Tour | _____ Website |
| _____ Library | _____ Box Tops, Campbell's Labels for |
| _____ LOLA | _____ Education (Coupon Program) |

Site-Based Decision Making (SBDM) Committees:

- | | |
|---------------------------------|---------------------------|
| _____ Budget and Finance | _____ Public Relations |
| _____ Curriculum | _____ Social Interaction |
| _____ Evaluation & Modification | _____ Staff/Parent Skills |

Friends of Lakewood Activities:

- | | |
|--------------------|-------------------------------|
| _____ Field Day | _____ School Grounds Clean-up |
| _____ Math Maniacs | _____ Street Crossing Guard |

Room Representatives:

_____ I would like to be a Room Representative for: _____ (Teacher/grade)

_____ I would like to be Room Rep wherever needed, but prefer ___ K-2 or ___ 3-5

Other opportunities we haven't listed. Describe what you have in mind!

VOLUNTEER OPPORTUNITIES GUIDE **LAKWOOD ELEMENTARY 2009-2010**

Welcome to Lakewood for the 2009-2010 school year, and thank you in advance for being an active participant in our school community. There is a lot you can do to help the children succeed this year. For starters, let your child know that school is important, homework must be done, rules must be followed, adults deserve respect, and learning is cool! School is even more fun with art, music, library and classroom projects enriching the basics of reading, writing, science and math. Volunteers at Lakewood make the school run more smoothly and provide many extra fun activities to the year's experience. WE NEED YOU to be a volunteer.

There are three ways you can volunteer:

1. Go to your child's teacher and see what you can do for him or her.
2. Sign up to help with a PTA sponsored activity (These can be either "One shot deals" or an ongoing program).
3. Sign up to help with a SBDM (Site-Based Decision Making) committee, or come to as many committee meetings as you can.

So how do you begin?

1. Complete a volunteer application at <http://www.dallasisd.org>, or paper applications are available at the volunteer table in the front lobby. This is mandatory, prior to your performing any level of volunteer work.
2. The following pages are descriptions of all the activities sponsored by the PTA and a list of all SBDM committees. Select things you would like to do and that fit into your schedule, pick at least one if not more! You will be contacted by the lead person for that activity to let you know just what to do next or feel free to call the contact person listed for more information if you need it.
3. Please, try to turn in the sign-up sheet to your child's classroom teacher by September 14, 2009.
4. Go right to your child's teacher and ask what you can do.
5. Any other questions can be directed to the Volunteer Chairs, Katherine Harmon and Heather Brooks: volunteer@lakwoodelementary.net.

If your child sees you at school, or sees you working on a project at home that is for Lakewood, you are demonstrating that you value our school and the effort involved in learning!

VOLUNTEER ORIENTATION!

Volunteer orientation meetings will be Monday, August 31, 2009, at 10:30 a.m. and 6:30 p.m., and each will last approximately 30 minutes. All new and veteran volunteers who have never attended should attend one of the orientation meetings. All new DISD volunteers must fill out an application form for both identification purposes and criminal record screening (Confidential and mandatory). All veteran volunteers must fill out an application form if you have not previously done so. Orientations are in the school Auditorium.

One of the easiest ways to volunteer at Lakewood is to speak to your child's teacher and find out how you can be helpful. Assistance can be formal or informal and take as little or as much time as you have. Some ways to help are: Read or tell a special story once a week/month/semester, cut paper for projects, organize supplies, fold and staple decodable books, copy paperwork for class assignments, help stuff the "Thursday Things" envelopes, or tutor students who need a bit more time to master skills being taught in class.

There is no limit to what can be accomplished. Speak to your teacher and see how you can work together to make this year's class the best!

PTA ORGANIZED PROGRAMS/EVENTS ON-GOING OPPORTUNITIES

(These occur regularly throughout the year)

Art Education: (Ms. Lawson: 972-749-7300) Assist our art teacher with supplies, set up, clean up, handling, and hanging student art work for display. Your help allows for more direct art instruction and time spent working with the kids.

Environment and Beautification: (Ms. Jones: 972-749-7300; Mason Ellis and Melissa Geiser: safety@lakewoodelementary.net) Calling all green thumbs! Several times a year you will be called upon to help plant, mulch, fertilize or trim. Help make the grounds reflect the high level of excellence seen throughout the inside of the school.

Lakewood Website: (Stephanie Burgard: webmaster@lakewoodelementary.net) You can help in keeping our school's website up to date and looking good. The Lakewood Website provides a handy reference to current and potential students and their families about the events at our school.

Library: (Julie Broberg: bookfair@lakewoodelementary.net, and Ms. Patillo, Librarian: 972-749-7300) Help the librarian shelve books, check in items and help students find what they need in the library.

LOLA: (Ann Willis-Brown: education@lakewoodelementary.net) The **Lakewood Outdoor Living Area** sets our school apart. Grants from Texas Parks and Wildlife helped turn a creek into a living, outdoor science lab but Mother Nature needs your help to instill a love and respect for the outdoors.

Lunch Bunch: (Lori Volney: roundup@lakewoodelementary.net; Deborah Stewart: dfoxx@swbell.net) Helpers are welcome in the cafeteria and on the playground. Kids need help opening milk cartons and catsup packets, as well as remembering good Stallion manners. Pick one or more 30 minute periods to assist, from 11:00 to 1:00. We can't have too many extra eyes and hands to guide our kids through lunchtime! Just show up and volunteer - either during your child's lunch time or when you can.

Math Maniacs: (Jason Stabenow: jstabenow@aguirre.com) Math Maniac coaches are needed for Grades 1 through 5! Math Maniacs meets each Tuesday before school to sharpen our kids' mathematical skills and make math fun. You don't need to be a math professor to coach. It's easy and fun!

Memory Book Camera Crew: (Kim Powell, Suzanne Barthelemy, and Mykala Hale: memory@lakewoodelementary.net) Help is needed at each grade level to take pictures of fun, educational and just plain silly things to be included in the Memory Book for 2009-2010. Extra pictures can be donated to the PTA Historian or Media person for more great Lakewood publicity.

Mentors: (Ms. Dickson: 972-749-7300) Work under the guidance of our school Counselor and make a huge impact on a young life by being a mentor. Mentor one student on a regular basis, on schoolwork or just giving him or her your time and an ear to listen. The time commitment is small but the rewards are great.

Room Representatives (a.k.a. Home Room Mom/Dad): (Grades K-2 Becky Armstrong, and Grades 3-5 Christy Tornelli: roomrep@lakewoodelementary.net) Two reps are needed for each classroom. Duties include coordinating two holiday parties, recruiting volunteers from class parents for carnivals and field day, assigning volunteers to bring cookies for the grade level PTA performance, and facilitating communication between parents and teacher.

Staff Appreciation: (Kippy Clapp, Tami Darlington, and Susan Overman: appreciation@lakewoodelementary.net) Show your appreciation to the wonderful teachers and staff dedicated to enriching your child's life. One of the many ways the PTA supports them is by providing a meal for teachers on teacher conference days. If you can bake, cook; or find your way to a convenient carry-out window, you can contribute!

Street Crossing Guard: (Patrick Bell: patrick.bell@crumpins.com) Wendover Street, behind the school, is not provided a crossing guard by the city. To help ensure the safety of our kids, dedicated parent volunteers are needed at both crosswalks. Volunteers escort the kids across the street every day from 7:30 – 8:15 a.m. Sign up for one or more mornings each week.

Tutoring: (Julie Frieling and Monique Allen: tutor@lakewoodelementary.net) Volunteer Tutors help one student or a small group. It's a great way to get to know our classroom teachers!

Uniforms: (Elaine Bartlett: fundraising@lakewoodelementary.net; Jennifer Blumenstock; Jennifer_blumenstock@yahoo.com; Jennifer Kimberly: going_gourmet@att.net) Lakewood PTA helps organize a school uniform recycling program. Children get messy and sometimes need a change of clothes at school. You can help collect, sort and distribute gently used items to students who need them.

SPECIAL EVENTS OPPORTUNITIES

(These are short term, one-day, or several-day events)

Book Fair: (Julie Broberg: bookfair@lakewoodelementary.net, and Ms. Patillo, Librarian: 972-749-7300) Lakewood has fall and spring book fairs. Students, parents and teachers buy books and a portion of the profits go to the school library. Volunteers are needed to check out customers, collect money and stamp books. Short shifts are available during the weeks of book fairs.

Coupon Program: Box Tops; Campbell's Labels for Education (Alicia Tuttle: fundraising@lakewoodelementary.net) This is a big, ongoing fundraising contest, in which all students participate. Volunteers are needed to collect, count, and sort Box Tops and Campbell's Labels for Education Points.

Cultural Arts: (Blis Freeman: cultural@lakewoodelementary.net) Volunteers are needed to assist artists, display works and/or coordinate performances. The benches on our campus and the mural on the back wall of our school were done by a past Cultural Arts chairperson and volunteers.

Destination Imagination (DI): Coach a team of 5-7 students in creating a skit in response to a specific problem proposed by an international DI group. A fun and creative opportunity!

Enterprise City: (5th grade teachers 972-749-7300) The Richardson school district coordinates this program in which our fifth grade students run banks, stores, warehouses, elect a mayor and judge, and deal with commerce in a hands-on way. They also learn to use and balance a checkbook! Volunteers are needed to guide the students, and one-day training is required.

Expressions: Each spring, the "Expressions" booklet is published with poetry and stories by our own Lakewood students. You can help with materials gathering and publication of this impressive collection.

Family Supper: (Donna Rainey and Carla Daniels: programs@lakewoodelementary.net) Dinner brings a large crowd to the school, so volunteers are needed to assist with set up, decorations, food service, ticket sales, and clean up. It's a one-time evening event.

Field Day: (Richard Cuccia: cuccia@sbcglobal.net) This event is sponsored by the Friends of Lakewood, a group of Lakewood dads who are committed to the school. Volunteers are needed to help with events, time races, make snow-cones. It's a fun, full day in May that everyone enjoys.

Fundraising Events: (Susan Ward and Michelle Gill: fundraising@lakewoodelementary.net) A fall wrapping paper drive is the main event done at Lakewood to raise funds. All profits stay at the school. Help is needed to distribute order packets, organize order forms and hand out completed orders once the merchandise arrives.

Halloween Carnival: (Loren Whiteside, Allison Lewis: fcarnival@lakewoodelementary.net) A fun event for grades K-2. Volunteers are needed to help with games, dinner, and entertainment.

Incentives: (Anne Leonard, Jody Cargill, and Francie Hansen: incentives@lakewoodelementary.net) Every 6 weeks, a day-long "Stallion Store" is held at school. Students get the chance to spend their Stallion bucks they have received for good behavior.

Lakewood Early Childhood PTA Home Tour Weekend: (Lori Walker: liason@lakewoodelementary.net) This event raises thousands of dollars for our school through the monumental effort of a group of people whose children don't even attend Lakewood, yet. Parents can help by working a shift (Usually 3 hours) at the Preview Party/Silent Auction, Market, and Café or in one of the tour homes.

Reflections Art Competition: (Tory Chauza: cultural@lakewoodelementary.net) Once a year, students can participate in a nationwide PTA-sponsored arts competition. Students create work that reflects the theme provided. You can help with event, publicity, judging and displaying entries.

Roundup/Orientation: (Michelle Davitt, Lori Volney, Jenn Adams: roundup@lakewoodelementary.net) Each spring, Lakewood PTA hosts a "Roundup" to welcome

future kindergartners to our school. In addition, Meet and Greet, an evening gathering for the parents of prospective students, is held in the fall at a Lakewood home. These events need volunteers to provide food, give tours and provide a welcoming face!

Safety Town: (Maria Hasbany: safety@lakewoodelementary.net) A mock street/town is set up on the front playground. Each spring, first graders participate in a fun curriculum that teaches them street rules for pedestrians and motorists. Volunteers set up, clean up, and teach students. It's a commitment of only a few hours and a great way for first grade parents to volunteer.

Science Fair: Lakewood's budding scientists display their projects in early February. These are judged and ribbons are awarded. Prepare to be impressed. Help is needed with set-up and clean-up.

Spring Carnival: (Nicole Loper and Wendy Patton: scarnival@lakewoodelementary.net) Lakewood's annual carnival in April is tons of fun for students and families. However, it is a big undertaking and help is needed with planning and execution in all areas: Set up, clean up, cooking, and staffing booths and other fun events.

Sunshine: Unexpected or planned surgery, fire, the birth of a new baby--all of these events disrupt the balance of a family's day to day existence. Sunshine volunteers help the PTA Corresponding Secretary provide meals, carpools, errand running or whatever is needed to get our community's families through rough or exciting times. This is a wonderful opportunity to share the goodwill and hospitality for which Lakewood is known.

Volunteer Recruitment: (Katherine Harmon and Heather Brooks: volunteer@lakewoodelementary.net) Our amazing volunteers help make Lakewood an exceptional school and we can always use more help. If you know prospective volunteers who would like to volunteer their time please contact us.

VOLUNTEERING FOR SITE-BASED DECISION MAKING (SBDM) TEAM

Every Dallas public school has a SBDM Team, made up of the principal, teachers, parents and community members. These elected members meet monthly to discuss our school's progress and help establish goals for the coming year. In years past, Lakewood SBDM members have made decisions involving report card contents, classroom configuration, uniforms and behavior management. Several committees work throughout the year to assess needs, recommend changes and share general information. Committee membership is open to all interested persons. This is a great way to learn the "Nuts and bolts" of how Lakewood operates. Any questions can be directed Rudy Lopez, 2009-2010 SBDM Chair (rudy@davidbushhomes.com).

SBDM committees are:

Curriculum: Curriculum sets educational priorities and identifies specific needs for instructional success.

Budget and Finance: This group works to maximize the allocation of resources to meet campus programs and needs. They develop the yearly staff "Wish List" and disburse donated funds from several sources.

Facilities and Grounds: This group works both to help maintain our campus grounds, and to devise ways to improve them.

Evaluation and Modification: This committee works to get the most information possible from school test scores. Members work with the principal to assess student performance and plan for the future.

Public Relations: It is a huge task to get the word out that Lakewood is a great community school. We need your help to do it better.

Staff/Parent Skills Development/Community Outreach: This committee helps coordinate and offer classes such as parenting skills classes, English language classes or other sorts of opportunities to help our school grow.

Technology: Cyberspace and the Internet are virtual realities that our children must master. This committee provides support to teachers and manages our technology resources.