



ECHO HORIZON SCHOOL PARENT ASSOCIATION

VOLUNTEER PARTICIPATION FORM • 2011-2012

**PLEASE RETURN THIS FORM IN THE ENCLOSED
ENVELOPE BY FRIDAY, AUGUST 19TH, 2011.**

PARENT 1

Name: _____

Phone: _____

Email: _____

PARENT 2

Name: _____

Phone: _____

Email: _____

Student Name(s) and Grade(s): _____

ALUMNI OUTREACH • Monday, June 4th

Joan Williamson

This committee works with the school to host an alumni reception in June. Volunteers assist with refreshments set-up and guest coordination.

Time Commitment:
3 hours

- Parent 1
 Parent 2

BOOK FAIR • Monday, September 20th through Thursday the 23rd

Chris Combs, Donna Raphael, Jessica Melnick, Laura Reider

Each September, EHS hosts a Book Fair benefiting our magnificent Library. Volunteers help children make selections and work as cashiers. The Book Fair also runs during both Back to School Nights.

Time Commitment:
2-3 hours

- Parent 1
 Parent 2

CELEBRATION OF BOOKS • November through January

Monica Rice, Stacy Satlin, Laura Spoor

Our Celebration of Books gives children an opportunity to enjoy and focus on reading and books. Committee volunteers help mount an art exhibit and organize a charitable book drive.

Time Commitment:
3 – 6 hours

- Parent 1
 Parent 2

EHS SPIRIT WEAR • September through December

Amy DeLossa, Natalie Kiwi

If you have the Spirit – or simply a thing for clothes, this is a great team to sell EHS T-shirts, sweatshirts and other awesome apparel and gear throughout the Fall. Volunteers are needed to staff sales tables and assist with inventory control.

Time Commitment:
5 - 10 hours

- Parent 1
 Parent 2

COMMUNITY SERVICE • Year Round

Berenice Katcher

We have several committees for EHS students' participation in projects that raise awareness and give back to the community. We organize new ventures throughout the school year and are active participants of Big Sunday. If your priority is helping others, this line of volunteer opportunities is for you.

Time Commitment:
As needed

- Parent 1
 Parent 2

BALLONA CREEK CLEAN-UP • Saturday, Sept. 17

Hilary & Greg Worchell

This is the Kick-Off EHS Community Event at Kronenthal Park – directly next to our school. We need volunteers to help coordinate cleaning up the park grounds, Ballona Creek, and paint over graffiti while enjoying time with your community at EHS.

Time Commitment:
9:00 – 1:00

- Parent 1
 Parent 2

THANKSGIVING PROJECT • Friday & Monday Before TG

Michelle Armoni

For over 15 years, we have participated in a Thanksgiving tradition to support less fortunate families throughout Los Angeles. EHS supplies meals for 100 families in need. The meals are distributed by Children Helping Poor and Homeless People (CHPHP), which was the brainchild of one of our parents.

Time Commitment:
The Friday and Monday before Thanksgiving

- Parent 1
 Parent 2

HOLIDAY TOY AND BOOK DRIVE • Mid December

Berenice Katcher

The Holiday Toy and Book Drive provides new, unwrapped toys, games, and books for tots to teens during the holiday season. We deliver them to the children and families accessing services at the wonderful Didi Hirsch Community Mental Health Center.

Time Commitment:
3 hours to deliver

- Parent 1
 Parent 2

GRANDPARENTS & SPECIAL FRIENDS DAY • Wednesday, November 23rd

Yvonne Fossati, Hilary Garland, Elizabeth Tyler

The PA assists the school in hosting this day that celebrates the grandparents and special friends in our children's lives. Some volunteers assist with pre-event planning but most of the volunteer requirement is on actual day. Held the half-day before Thanksgiving, Wednesday, November 23rd, it is a wonderful way to welcome in this special holiday. Because so many parents are lending a hand, this is an especially fun day to volunteer.

Time Commitment:
6 hours

- Parent 1
 Parent 2

HALLOWEEN CARNIVAL • Monday, October 31st

Ron Basile, Deb Pitt

Calling all ghouls and goblins! Ron and Deb are looking for volunteers to help plan and work at the Annual EHS Halloween Carnival. These scary folks will pop popcorn, make snow cones, freshen up and repair Carnival games, and help with all the creepy set-up and clean-up. BEWARE – This is completely separate from working the individual grade booths.

Time Commitment:
Pre-Planning Time Varies, 5 hours on the day

- Parent 1
 Parent 2

HOSPITALITY • Year Round

Jacqueline Kleinberg, Allyson Sudar

If you love to organize parties, have a flair for decorations or love to make sure no-one leaves hungry, Jacque and Allyson need your helpful hands. Hospitality takes care of all of our EHS events.

Time Commitment:
Varies

BACK TO SCHOOL WELCOME COFFEES • September

These coffees are scheduled by Grade during September. Volunteers assist with refreshments set-up and clean-up. The morning coffees are scheduled for Sept. 1 (PK & K), Sept. 2 (Grades 1 & 2), Sept. 6 (Grades 3 & 4) and Sept. 7 (Grades 5 & 6.)

Time Commitment:
2 hours

Parent 1

Parent 2

BACK TO SCHOOL NIGHTS • September

Back to School nights are parent events scheduled for Sept. 21 (3rd – 6th grades) and Sept. 22 (PK – 2nd grades.) The parents of younger grades are encouraged to volunteer for the evening of Sept. 21 allowing the parents of the upper grades to visit with their child's teacher. In turn, the upper grades are encouraged to volunteer on Sept. 22.

Time Commitment:
2 hours

Parent 1

Parent 2

MORNING COFFEES • Year Round

Each month, parents gather in the auditorium after morning drop-off for coffee and conversation. Volunteers assist with refreshments set-up and clean-up. Dates will be announced.

Time Commitment:
2 hours

Parent 1

Parent 2

GUEST SPEAKER EVENTS • Year Round

Some of the PA morning coffees will feature a Guest Speaker and there are also opportunities for evening events. Volunteers assist with refreshments set-up and clean-up. Dates will be announced.

Time Commitment:
2 hours

Parent 1

Parent 2

WINTER PROGRAMS • Mid December

The year-end performance is a delight – hospitality needs your help to set-up delicious treats for the parents. A great benefit is that you get to school early and can reserve prime seating. The grade specific dates are Dec. 15 Afternoon Winter Program (Grades 2, 3 & 6), Dec. 15 Evening Program (Grades 4, 5 & 6) and Dec. 16 Morning Program (Grades PK, K, 1 & 6)

Time Commitment:
4 hours

Parent 1

Parent 2

HOT LUNCH • Year Round

Jeff Bynum, Lisa Downey, Davia Hunter, Ana Esquivel, Alexis Fingold, Karly Salim, Allyson Sudar, Mahnaz Tabibian

One of the best opportunities to be a part of your child's life at school and a great way to make sure those veggies are being eaten! Come once a week or once a month but don't let this time pass you by!

Time Commitment:
1 hour on the day

Please see Page 5 for Hot Lunch Sign-ups

NEW FAMILY COORDINATORS • Year Round

Yvonne Fossati, Hilary Garland, Elizabeth Tyler

This is your time to help welcome and integrate new families to our school community. Volunteers attend a welcome breakfast in the Spring of 2012 and plan a get together over the summer with their new family. It is also encouraged that you are available to answer any questions that they may have during the school year.

Time Commitment:
8+ hours

Parent 1

Parent 2

SCHOOL PICTURES • Tuesday, October 4th – Thursday, October 6th

Lisa Barkin Oxley, Davia Hunter, Frances Kallman

For three mornings in early Fall, parent volunteers provide assistance to the professional photographers. We assist in getting the children from the classrooms, making sure they look their very best and that they are giving sweet, happy smiles!

Time Commitment:
4 hours

- Parent 1
 Parent 2

SCHOOL TOURS • October through December

Sheri Altieri, Tracey Ayeni, Diane Lewis, Madeleine Moskowitz

Tours for prospective parents are held on five Friday mornings in the Fall. Parent volunteers serve as hosts and tour guides. Newer parents to the school are invited to participate as observers until they are ready to lead tours. Dates for the Admission Tours are: Oct. 7, Oct. 14, Nov. 4 and on Dec. 2, there is an evening Admission Open House event.

Time Commitment:
45 minutes per tour

- Parent 1
 Parent 2

SPRING AFFAIRE • Saturday, April 28th

Dina Waters

The Spring Affaire is the cornerstone of our fundraising efforts. Not only do we throw a great party, we raise a significant amount of money to support tuition assistance and the school's operating budget.

Time Commitment:
Varies based on activity

- Parent 1
 Parent 2

AUCTION SOLICITATION COMMITTEE

Share your favorite restaurant, spa, holiday, adventures, and entertainment connections. Work with other committee members to solicit items for our auction.

Time Commitment:
Varies

- Parent 1
 Parent 2

PRE-EVENT PLANNING

Come help make the Spring Affaire party an affaire to remember. We need help assembling gift baskets, creating eye-catching center pieces and so much more.

Time Commitment:
Varies

- Parent 1
 Parent 2

AT THE EVENT

If you enjoy working an event, then put your skills to use during our party where we'll need a crew to help us out in several ways, including being a bid spotter during the live auction.

Time Commitment:
45 minutes

- Parent 1
 Parent 2

TEACHER-STAFF APPRECIATION LUNCHEON • June

Mia Korf, Thom Macias, Krista Montagna, Susan Morris

In late spring, the PA hosts a luncheon as a special thank you for the teachers, administration and staff. Volunteers are needed to help entertain, set-up, prepare food, serve and clean up. It is a personal way to say "thank you" to some very important people in our children's lives. Food preparation and rehearsal time varies.

Time Commitment:
2-5 hours,
Performers will
commit more for
rehearsal times

- Parent 1
 Parent 2

HOT LUNCH PROGRAM • 2011-2012

Having parent volunteers at lunchtime is a long-standing EHS tradition valued by parents, children and school administration alike. The children love seeing familiar faces at lunchtime (and admit it, you love to see them just as much). Hot Lunch is provided to the students 5 days a week and is managed by our hot lunch provider, Campus Kitchen. (www.campuskitchen.net) In addition to our regular lunch service, two Fridays each month we offer a special lunch, In-N-Out or Pizza Day, to be served exclusively by you, our parent volunteers. Each grade will “host” a specific Friday and volunteer opportunities are available by grade level. Volunteers are requested to arrive no later than 11:20 a.m. and stay until 12:30 p.m. Even if it is once per month, every volunteer makes a difference! Get a group together and all serve lunch the same day!!

HOT LUNCH SIGN-UP • *Time Commitment: Two lunches/hours per month*

Parent 1: _____ **E-mail:** _____

I can volunteer twice a month on the following day(s): (circle choices) Mon Tues Wed Thurs Fri

Parent 1: _____ **E-mail:** _____

I can volunteer twice per month on the following day(s): (circle choices) Mon Tues Wed Thurs Fri

Child's Name: _____ **Grade Level:** _____

Child's Name: _____ **Grade Level:** _____

IN-N-OUT AND PIZZA FRIDAYS • *Time Commitment: One – Two lunches per year*

Grade	In-N-Out (circle dates of choice)	Pizza (circle dates of choice)	
Pre K & 6th	Oct 14 , May 18	Dec 2, May 4	<input type="checkbox"/> Parent 1 <input type="checkbox"/> Parent 2
Kindergarten	Sept 23	Mar 23	<input type="checkbox"/> Parent 1 <input type="checkbox"/> Parent 2
1 st Grade	Apr 27	Jan 6	<input type="checkbox"/> Parent 1 <input type="checkbox"/> Parent 2
2 nd Grade	Mar 16	Sep 9	<input type="checkbox"/> Parent 1 <input type="checkbox"/> Parent 2
3 rd Grade	Dec 9	Feb 10	<input type="checkbox"/> Parent 1 <input type="checkbox"/> Parent 2
4 th Grade	Jan 20	Apr 20	<input type="checkbox"/> Parent 1 <input type="checkbox"/> Parent 2
5 th Grade	Feb 24	Oct 28	<input type="checkbox"/> Parent 1 <input type="checkbox"/> Parent 2

I can be called as a substitute to work as available. Parent Name: _____

I can volunteer for Lip Sync Volunteer Day in June. Parent Name: _____

I can volunteer for Dad's Volunteer Day in June. Parent Name: _____