

2019-2020 Seattle Hill Elementary PTO Handbook

Keep up to date with us at:

www.SeattleHillPTO.com

Facebook-Seattle Hill Elementary PTO

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Dawn Bugge

Vice Presidents:

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Lael Neary
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Treasurer:

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Welcome!

Whether you are new to Seattle Hill or returning, we would like to welcome you to what we know will be an amazing school year! Included in this packet is some information about what a PTO does, how we support our school through fundraising, and also where the money goes. We couldn't do this without the help of volunteers and we have many opportunities for you to share your time and talents. Check out the "Help Wanted" section for more information. If you are interested in volunteering, even a little bit, please fill out the volunteer form and return it to your child's teacher at your earliest convenience.

Please take some time to visit our website at www.SeattleHillPTO.com and "Like" us on Facebook at **SeattleHillPTO** for more information about who we are and what we do. These are just some of the ways we keep up to date with our SHE families and the easiest way to stay involved in all that the PTO does throughout the year.

What is a PTO?

PTO stands for Parent Teacher Organization. The SHE PTO comprised of parents, teachers, and staff dedicated to improving the educational experience of all students. Our goals are to encourage interaction between family and school, serve as a source of support, and work with teachers, staff, and the community to improve our children's educational experience. There are no dues to join the PTO and everyone is welcome and encouraged to attend our meetings.

How do we fundraise?

We have various ways of fundraising throughout the year and some of these include: Fun Runs, catalog sales, community events like Skate Deck, MOD Pizza Nights, our annual auction night and more. You can also help fundraise for the school just by doing your regular shopping! Amazon, Fred Meyers, and Bartells are just some of the businesses that will donate a portion of your purchases back to our school just by signing up for their various programs, please see the attached flyer for more information. We do our best to keep the fundraising to a minimum but without it we wouldn't be able to provide the many things that make Seattle Hill such an awesome and fun place to be.

The PTO Supports That!

Class level field trip transportation during the year.

Purchasing of technology for the classrooms

Outdoor Learning Area which includes: raised beds, gazebos, pollinator gardens and more to come.

Without your support the PTO could not provide all that we do for our school. Here are just a few examples of where the money goes....

Supporting school-wide clubs like: yearbook, Rubik's Cube, and more!

Classroom and grade level grants for teachers.

Family Nights: Bingo, Movie Nights, Harvest Festival and more!

Support of our school-wide Art Docent Program

The Seattle Hill PTO is more than just a booster club—we provide things that our school's budget cannot always cover. This can only be achieved with the support and help of our SHE families who are willing to participate in our fundraisers and events. Thank you for all you do!



No pay but great benefits!



Seattle Hill PTO is looking for help and you can volunteer as little or as much as you would like. How about just night-of help? Maybe you would like to help plan an event? Check out the info below and let us know what might interest you.

6th Grade Celebration & Chair

Volunteers plan and fundraise for the 6th grade class field day and year end celebration.

Mileage Club -Weekly

Every Wednesday during afternoon recess volunteers cheer on students and mark mileage club cards.

Auction Committee & Chair

Volunteers help procure items, advertise, plan and design the event. You can also just help the day of the event as well!

Family Bingo Nights (Spring/Fall)

Volunteers help sell bingo cards and concessions.

Student Store - Twice Weekly

Volunteers staff the "student store" (large rolling cart) two mornings each week at first recess. You are a Rockstar among the kids!

Gingerbread Night

Volunteers help organize cookies, man the hot chocolate station and decorate the gym.

Harvest Festival Set-up & Chair

Volunteers help carry materials, set-up booths, hang signs and organize items for the event.

Spring Dance & Chair

Volunteers plan the theme, decorate and sell concessions for this DJ'd dance.

Family Movie Night - Volunteers help sell concessions.

Art Docents - Monthly

Volunteers help present pre-planned art lessons in their child's classroom.

Green Team

Volunteers help take care of the Outdoor Learning Gardens and also the seasonal décor in pots around school.

On-Call Volunteer

Aren't sure what you'd like to do? We can send you an email with a shout-out for help and you can decide if it's right for you.

Popcorn Popper

Volunteers will pop popcorn starting in October on Fridays.

Staff Meals

(Fall/Spring Conference Week and Staff Appreciation) Volunteers provide homemade or store-bought meals for our wonderful staff.

Reader Board

Volunteers help put up Birthday Celebration messages on the reader board.

Craft and Vendor Fair

Volunteers help plan, advertise and recruit crafters and vendors.

Room Parents & Coordinator

Volunteers help in their child's classroom directly with the teacher and parents.

Room Parents

Room parents are a very important part of Seattle Hill and one of the most rewarding jobs we have. While it might sound like a daunting task, it's not as time consuming or scary as it sounds. Being a room parent means being in close contact with your child's teacher and the other parents in the classroom. You will help organize the planning and coordinating of:

- **Classroom parties & celebrations (generally 3 parties)**
- **Harvest Festival advertising & recruiting volunteers**
- **Coordinating a successful staff appreciation week for your child's teacher**

The PTO provides you with templates and handouts so you do not need to come up with your own flyers or emails, unless you would like to. Please keep in mind, the Room Parent program is **separate from in-class help that your child's teacher may need.**

If you are NEW to the room parent program this year, we ask that you attend an informal orientation meeting. You will be contacted via e-mail with the date and time.

I'd like to be a Room Parent!

Complete and return to your child's teacher as soon as possible. Thanks!

Have you been a Room Parent at Seattle Hill before? (circle one) Y / N

Your Name _____

Phone _____

Email _____

Student Name(s) _____

Teacher Name(s) _____

PTO Information Form

Please complete this form even if you don't want to volunteer for anything-- having your info makes communicating with you easier and more effective for us!

Your Name _____

Phone _____

Email _____

Student Name(s) _____

Teacher Name(s) _____

Optional - I'd like more info...

Check all that apply, see "Help Wanted" section for descriptions.

<input type="checkbox"/>	6th Grade Celebration Chair
<input type="checkbox"/>	6 th Grade Celebration Team
<input type="checkbox"/>	Mileage Club
<input type="checkbox"/>	Auction Chair
<input type="checkbox"/>	Auction Committee Team
<input type="checkbox"/>	Family Bingo Nights
<input type="checkbox"/>	Student Store
<input type="checkbox"/>	Harvest Festival Chair
<input type="checkbox"/>	Harvest Festival Team
<input type="checkbox"/>	Spring Dance Chair
<input type="checkbox"/>	Spring Dance Team

<input type="checkbox"/>	Family Movie Night
<input type="checkbox"/>	Art Docents
<input type="checkbox"/>	Green Team
<input type="checkbox"/>	On-Call Volunteer
<input type="checkbox"/>	Popcorn Popper
<input type="checkbox"/>	Staff Meals
<input type="checkbox"/>	Reader Board
<input type="checkbox"/>	Craft and Vendor Fair Team
<input type="checkbox"/>	Room Parent Coordinator
<input type="checkbox"/>	Room Parent
<input type="checkbox"/>	Gingerbread Night

Please return to your child's teacher as soon as possible. Thanks!

Four ways to support

Seattle Hill Elementary PTO while you shop!

Check out our **NEW** website at seattlehillpto.com for more information and direct links!



Amazon Smile

Seattle Hill Elementary is set up on Amazon Smile program. 0.5% of eligible purchases go straight to our school!

What do you have to do?

Log onto smile.amazon.com

Select **SEATTLE HILL ELEMENTARY PTO** as the organization and you are ready to go!

Fred Meyer

Fred Meyer will donate a portion of your purchase to the organization of your choice. You can link your **Rewards Card** online, just log in or create an online account.

At that point you will be able to search for **Seattle Hill Elementary PTO**.

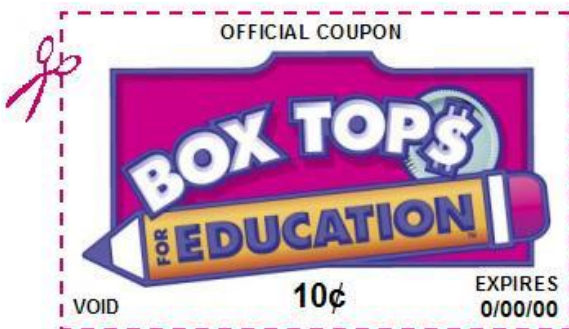
You do not lose your own Rewards!



eScrip

Go to www.escrip.com to sign-up.

Enter our Group: **Seattle Hill Elementary**



Box Tops

Keep collecting and submitting Box Tops from participating General Mills foods.

Box Tops is moving to digital boxtops so check out www.boxtops4education.com for more info.

If you know of any other businesses that support local schools, just let us know!