

HOME & SCHOOL

Ranch View Elementary School

2020-2021 Parent Volunteer Opportunities

Ranch View strives to provide an atmosphere where faculty, staff, and parents all work together to provide the best learning environment for our children. We invite you to become involved in your child's education to make the 2020-2021 school year a rewarding one! ****As we begin our school year in a remote learning environment, some of these opportunities may not be available at this time. However, we would like you to be aware of all volunteer positions for future planning.****

How to Get Involved

Submit your Parent Volunteer Form online at bit.ly/RanchViewVolunteerForm2020. For more information about Ranch View Home & School, check out the 'Get Involved' tab on the school website at naperville203.org/ranchview. Any questions can be directed to the Home & School Volunteer Coordinator: ranchviewvolunteers@gmail.com.

Volunteer Needs

★ **Sign-Up Genius Email List:** Our committees use Sign-Up Genius to send email invitations to volunteers as opportunities arise during the year. These opportunities typically involve 1 to 2-hour shifts at events like the Book Fair, Field Day, and Saddlefest, and many others! Joining this master email list gives you the chance to volunteer for the activities that interest you and fit your schedule.

★ **Head Room Parents:** Being a head room parent is a highly rewarding activity because you're directly involved with your child's class! Under the guidance of the Room Parent Coordinators, head room parents plan and attend 3 seasonal class parties for the school year and coordinate any other needs of the classroom teacher. For each party, head room parents plan the party activities, source the supplies per the party budget, and manage additional volunteers helping that day.

★ **Home & School Committees:** Committee volunteers play a pivotal role in the success of our events and fundraising efforts at Ranch View. Time commitment varies by committee and there's something to fit everyone's schedule and interest level! More details are available on the online Parent Volunteer Form.

Adult Social/Silent Auction: Plans and promotes an evening, adults-only, social event with silent auction. Collects advance registrations, solicits donations for the silent auction, and coordinates the event.

Art to Remember: Each fall, artwork from each student is submitted to be made into keepsakes, like magnets, mugs, and more. Works with Art Teacher to compile artwork, receive orders, and distribute products at school.

Assemblies: A fun and enriching school-wide assembly is held every spring. Attends the Premier Showcase in fall, presents options to the Principal, and coordinates scheduling with vendor and school staff.

Home & School Committees (continued)

Book Fair: Two book fairs are held each school year, in the fall and spring, encouraging a love of literacy. Works with LC Director to plan, promote, and run the book fairs, and manages additional volunteers.

Box Tops: Collects box tops from school collection box and submits to the Box Tops For Education program. Promotes the use of the Box Top App.

Direct Donation: This program is an additional option for families to contribute to H&S's fundraising efforts. Promotes the Direct Donation program and collects donations.

Field Day: School day event in spring encouraging students to 'get outside and move' with fun outdoor activities and lunch. Works with PE Teacher to plan the event and manages volunteers helping that day.

Gift Card Fundraiser (formerly known as Manna): Opportunity to order gift cards at face value with a percentage of sales donated to H&S. Collects orders quarterly, plus 2 staff appreciation gift orders, and distributes gift cards at school.

Hospitality and Decorating: Organizes teacher and staff appreciation events during the school year, including procuring food and/or monetary donations, and decorating school hallways for staff appreciation and holidays.

Nominations: Oversees H&S Executive Board nomination process taking place each January through March.

Outdoor Classroom: Manages the care and upkeep of outdoor classroom, lending library, and butterfly/vegetable gardens, and conducts a commemorative paver brick sale in spring for families.

Ranch View Review: Digital newsletter produced 3 times a year with updates from Principal, each grade level, and highlights of upcoming events. Compiles and publishes the newsletter for digital distribution.

Restaurant Nights: Held at area restaurants one or more times a month with partnering restaurant donating a percentage of the evening's sales or profits back to Ranch View. Plans and promotes each restaurant night.

Roller Skating Nights: Two Roller Skating Nights are held each year, in the fall and spring. Plans and promotes the events, collects advance registrations, and checks families in at each event.

Room Parent Coordinator: Assigns Head Room Parents to each classroom from the list of volunteers, guides them as they plan their classroom parties, and are available to assist them as needed during parties.

Saddlefest: Ranch View Home & School's main fundraiser and biggest event of the year! Held on a Saturday in spring, it's a western-themed, carnival-type event with games and prizes, concessions, bake sale, and raffle. It takes over 200 volunteers to run this incredible event and this committee coordinates all the activities and manpower.

School/Family/Community Partnership (SFCP): Plans and implements activities for students, families, and community members that enrich school learning and align with Ranch View's School Improvement Plan (SIP) goals, such as new parent orientation, literacy initiatives, cultural diversity programs, and more.

Home & School Committees (continued)

School Store: Provides a convenient way for students to replenish school supplies. Open from 8:00 am to 8:30 am every Tuesday morning during the school year. Manages inventory and coordinates volunteers.

School Supply Packets: Provides a convenient way for parents to purchase back-to-school supplies. Manages supply kit orders in spring for the following year. Labels supplies and distributes directly to classes just before the new school year begins.

Social Media: Promotes school events and activities on Ranch View Home & School social media pages and coordinates communications with school administration.

Spirit Wear: Designs school logos for clothing and accessories sold in fall and spring. Promotes spirit wear sales, collects orders, and distributes at school. May also sell items at various school events during the year.

Volunteer Coordinator: Works with H&S chairs and school staff coordinating volunteer outreach and recruitment, manages Parent Volunteer Form and Sign Up Genius email list, and oversees volunteers helping at annual vision & hearing screening and bus safety program.

Winter Video: Students in 2nd and 5th grades perform in the Winter Program celebrating the winter season with song. Coordinates with videographer to record the program and manages DVD sales.

Yearbook: Committee Chairs are editors of the yearbook- promoting the sale of yearbooks, managing photography, and planning the page layout using an online publisher. Committee photographers take pictures of classroom parties, assigned activities, events, and other programs at school.