

## **PTSA PROGRAMS and VOLUNTEER OPPORTUNITIES**

We encourage you to get involved in any way you can by finding the PTSA Programs and volunteer opportunities that best match your specific talents and interests:

### **BOOK FAIR**

Volunteers organize a book fair fundraiser every other year.

### **CAN YOU HELP FOOD DRIVE**

Volunteers coordinate collection of food, money, and scrip for needy families.

### **ARCADIA CHILD HEALTH COUNCIL**

Representative attends monthly meetings off campus and reports to HOPTSA. The Arcadia Child Health Council helps children in need of medical, psychological, and dental assistance.

### **DESIGNING DADS**

Non-profit organization funds music education and other school projects through a wide variety of fundraisers held throughout the year.

**\*\*Designing Dads is a separate 501(c) 3 non-profit organization and is not affiliated with HOPTSA.**

### **DIRECT DONATION FUNDRAISER**

Volunteers organize the main annual fundraiser to support HOPTSA programs.

### **DIRECTORY**

Volunteer compiles the HOPTSA Directory and Handbook, which is distributed in November.

### **FAMILY BINGO NIGHT**

Volunteers coordinate a themed bingo night activity (disco, etc.) for Highland Oaks families in the evening.

### **FAMILY MATH GAME NIGHT**

Volunteers coordinate math and STEM-related board games, puzzles, and other fun activities for families and students of all ages to enjoy in the evening.

### **FAMILY READING NIGHTS**

Volunteers set dates and themes for Family Reading Nights. Activities include storytelling by parents and teachers, games, and crafts. Families may also check out books and students may take accelerated reading tests as well.

### **FIFTH GRADE PARTY**

Committee plans fifth grade promotion party with games and yearbook distribution for the second-to-last day of school.

### **FIFTH GRADE YEARBOOK**

Volunteers help publish a yearbook for fifth graders filled with pictures and memories for their last year at Highland Oaks.

### **FIRST DAY COFFEE**

Volunteers help coordinate a welcoming social for the first day of school. Parents can enjoy refreshments, sign-up to help in their children's classes, and get useful information about school programs.

### **FOUNDATIONS IN ART**

Volunteers coordinate a visual arts program enjoyed by Highland Oaks students during class throughout the school year. Parents are recruited to help teach the art classes and to assist with the implementation of the set lesson plans.

### **FRIENDS OF THE LIBRARY**

Volunteers provide access to the Highland Oaks library after school, allowing students and parents the opportunity to check-in and check-out books.

### **HAWK TALK**

Volunteers publish a newsletter with information and reminders about upcoming HOPTSA events and reporting on important activities at Highland Oaks.

### **HAWK WALK**

Committee organizes the walk-a-thon annual fundraiser for students with proceeds going directly to the school.

### **HONORARY SERVICE**

Committee coordinates nominations for Honorary Service Awards, which honor volunteers, who have given exemplary service to both Highland Oaks and the community.

### **INSTALLATION**

Committee organizes installation of the incoming HOPTSA officers in the spring.

### **KINDERGARTEN WELCOME WAGON**

Committee welcomes Kindergarten families with a weekend social, including refreshments and fun activities for the kids.

### **LEGISLATION**

Chairperson relates any legislation that affects children and/or schools to PTSA members

### **LIST SERVE**

Volunteer maintains HOPTSA list serve and sends out messages to HOPTSA members for upcoming events.

### **LITERACY WEEK LIAISON**

Liaison works with teachers to organize events promoting literacy in conjunction with National Literacy Week.

### **MEMBERSHIP**

Volunteers coordinate the annual PTA membership drive.

### **ORIENTATION**

Volunteers provide campus tours and information about Highland Oaks for families new to the school. Orientation is held the day before school begins.

### **RED RIBBON WEEK**

Committee coordinates National Red Ribbon Week at Highland Oaks to educate children on the dangers of substance abuse and the importance of making healthy choices.

### **REFLECTIONS**

Volunteers organize the National PTA-sponsored creativity contest for all students who want to participate.

### **RESTAURANT NIGHTS**

Volunteer arranges Restaurant Night fundraisers to local area restaurants throughout the year.

### **ROCKIN' RECESS**

Volunteers provide additional play equipment and participate during morning recess for 1<sup>st</sup>-3<sup>rd</sup> graders.

### **ROOM REPRESENTATIVES**

Room Representatives coordinate all classroom volunteers for activities such as library, computer lab, clerical help, and special events.

### **STUDENT STORE**

Committee coordinates the sale of Highland Oaks merchandise, including school t-shirts and sweatshirts.

### **TALENT SHOW**

Committee organizes auditions, rehearsals, and performances for the annual student Talent Show.

### **TEACHER APPRECIATION**

Committee coordinates a show of appreciation for teachers through various activities and a special luncheon.

### **TRANSLATION – CHINESE**

Volunteers assist with Chinese translation.