

# BE A PART – SUPPORT YOUR CHILD’S EDUCATION!

## 2017-2018

### Westbrook/Glen Grove

## PTA Membership and Payment Form

You need only complete this form once for all of your WB/GG children’s registration.  
This info is for PTA and classroom communication. Directory information is derived from District 34.  
Please clearly print all information!

◆ **NEW for 2017-2018 - The PTA is going GREEN and will not be printing paper copies of the WB/GG Student Directory. Only PTA members with current 2017-18 membership will have access to the online directory.**

Parent(s) Name: \_\_\_\_\_  
(Please Clearly Print)

Primary Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Child: \_\_\_\_\_ Grade in Fall \_\_\_\_\_  
(Please Clearly Print)

Child: \_\_\_\_\_ Grade in Fall \_\_\_\_\_

Child: \_\_\_\_\_ Grade in Fall \_\_\_\_\_

Child: \_\_\_\_\_ Grade in Fall \_\_\_\_\_

**Please complete attached volunteer form; without volunteers programs can’t be successful!**

### PTA Payment Summary

Item Price Total:

PTA Membership 2017/2018 School Year (includes access to the online student directory)

Total Due: (Payable to WB/GG PTA) \$15

To ensure the directory information is correct for your children, contact District 34, Director of Community Relations, 1401 Greenwood Road, Glenview, IL 60026 with any updates.

For PTA use only: Paid (circle one) CASH / CHECK Date: \_\_\_\_\_

# **2017-2018 Parent PTA Registration Packet**

## **Westbrook/Glen Grove Students**

The Westbrook/Glen Grove Parent Teacher Association (WB/GG PTA) is an active organization that encourages parents to become involved in the schools and their child's education. 100% of the effort put forth for the benefit of children through PTA is done on a volunteer basis. The PTA pursues low cost family friendly ways to build our school community. If you have any ideas we would love to hear them!

### **Our goal is to work with teachers, administrators and parents to support and promote the mission and climate of the District and Schools**

- With so many activities in which to volunteer, there is something that will fit in any parents' hectic schedule
- Join us for monthly meetings to hear from our principals, teachers, representatives, guest speakers and each other and then discuss ways in which we can make an impact.
- All parents are welcome to **all** meetings.

### **DO YOU KNOW WHERE IT ALL GOES? The Work? The Money?**

#### **• Your \$15 membership is used to create the foundation for all PTA Programs**

1. Helps fund many programs for our children!
2. Pays State and Council PTA membership fees.
3. Supports parent communication.
4. Allows you to vote at local, state, and National PTA meetings.

#### **• In the past few years PTA Sponsored Programs have paid for and/or subsidized**

1. Wish Items totaling between \$10,000 and \$20,000 per year including buses for field trips, playground equipment, a stage at Glen Grove, Book Room at Westbrook, Reading A-Z, IXL, Scholastic Reading Counts software, Gymnasium speaker systems, LRC books and e-books, Spelling Bee supplies, Art Murals at Westbrook and Glen Grove and so much more;
2. Cultural Arts – school assemblies such as cultural dancers, educational plays and art enrichment;
3. Parent Education Programs – Parents in Partnership;
4. Visiting Authors at each school chosen by the LRC Directors;
5. Yearbooks;
6. Free Family Nights and Ice Cream Socials at Westbrook and Glen Grove;
7. Environmental Programs aimed at teaching children about conservation;
8. Teacher Appreciation Luncheons at each school;
9. Instructional Materials: PTA Funds \$100 per classroom in classroom supplies;
10. Rainy Day/indoor recess activities' and games: PTA Funds \$60 per classroom;

#### **• Book Fair revenues, in the form of books, fund:**

1. \$6,000 - \$7,000 annually to the School Libraries; free birthday books to Westbrook Children; free turn off TV Week books to Glen Grove Children; and
2. \$100 in classroom books to enhance classroom collections

#### **• The PTA also helps parents, the schools and the children with:**

1. Pre-ordering school supplies: Schoolkidz;
2. Offering Spiritwear – show your school spirit with t-shirts and sweat shirts;
3. Offering before and after school programs including Global Language offering instruction in Spanish and French, Chess, Amazing Minds, Dynamic Music and Laughing Academy;
4. Coordinating the Character Counts Food Drive – benefitting the Northfield Food Pantry and teaching our children the value of helping others;
5. Support and direct funds to Debra Gelfand Fund which benefits needy families and Character Counts Program;
6. Organizes volunteers for School Photos, Room Parents, etc.;
7. And so much more

# Room Parent Volunteers

Please consider volunteering as a **PTA Room Parent**. Room Parents works closely with teachers to communicate with parents and coordinate in-class parties. Room parents are also responsible for the coordination of Class Donation Raffle basket.

**PTA Room Parent** – For \_\_\_\_\_ child

**Assistant PTA Room Parent** – For \_\_\_\_\_ child

## Other Volunteer Opportunities (\*see next page for full descriptions)

Please consider donating your time to your child’s school as a Chair or Co-Chair as these events and programs cannot continue without your help. If you are unable to Chair or Co-Chair an event, there are many other opportunities to volunteer with the PTA. For more information and to find something that works for you please visit: [wbggpta.org](http://wbggpta.org) or contact Tracy Kellner, PTA President at [tgkellner@gmail.com](mailto:tgkellner@gmail.com). Our schools would not be a success without the time and energy of our volunteers!

**Chair:** 1 yr term– Plans and implements important PTA fundraisers/events with Co–chair and volunteers.  
**Co-Chair:** 2 yr term– First year works closely with Chair on event implementation; Second year assumes Chair position

<b>Classroom Creation Basket Raffle</b>	_____ Chair	_____ Co-Chair
<b>After School Program Liaison</b>	_____ Chair	_____ Co-Chair
<b>Character Counts Food Drive:</b>	_____ Chair	_____ Co-Chair
<b>Cultural Arts:</b>	_____ Chair	_____ Co-Chair
<b>Dining for Dollars:</b>	_____ Chair	_____ Co-Chair
<b>Environmental Team:</b>	_____ Chair	_____ Co-Chair
<b>Fall Carnival:</b>	_____ Chair	_____ Promotions
		_____ Teacher raffle
		_____ Volunteer coordinator
		_____ Tickets
		_____ Vendor logistics
<b>Gift Cards/% Back Programs:</b>	_____ Chair	_____ Co-Chair
<b>School Supplies:</b>	_____ Chair	_____ Co-Chair
<b>School Directory:</b>	_____ Chair	_____ Co-Chair
<b>Spiritwear:</b>	_____ Chair	_____ Co-Chair
<b>District Board Liaison:</b>	_____ Chair	
<b><u>WESTBROOK</u></b>		
<b>Fall Product Fundraiser:</b>	_____ Chair	_____ Co-Chair
<b>Spring Fundraiser:</b>	_____ Chair	_____ Co-Chair
<b>Fall Book Fair:</b>	_____ Chair	_____ Co-Chair
<b>Ice Cream Social:</b>	_____ Chair	_____ Co-Chair
<b>School Pictures:</b>	_____ Chair	_____ Co-Chair
<b>Teacher Appreciation:</b>	_____ Chair	_____ Co-Chair
<b>Yearbook:</b>	_____ Chair	_____ Co-Chair
<b><u>GLEN GROVE</u></b>		
<b>Ice Cream Social:</b>	_____ Chair	_____ Co-Chair
<b>Spring Book Fair:</b>	_____ Chair	_____ Co-Chair
<b>School Pictures:</b>	_____ Chair	_____ Co-Chair

<b>Teacher Appreciation:</b>	_____ Chair	_____ Co-Chair
<b>Yearbook:</b>	_____ Chair	_____ Co-Chair
<b>5<sup>th</sup> Grade Picnic:</b>	_____ Chair	_____ Co-Chair

### Descriptions of Volunteer Opportunities:

- **Classroom Creation Basket Raffle** - Organize raffle of classroom creation baskets during the Glen Grove ice cream social.
- **PTA Sponsored Before/After School Programs Liaison**- The chair is responsible for coordinating all PTA sponsored before and after school programs (Global Language, Chess, Laughing Academy, etc.). This includes managing student enrollment, payments and classroom locations.
- **Character Counts Food Drive** - Advertise food collection for the Northfield Food Pantry via school communication. Collect food at both schools and arrange for delivery to the food pantry. Collection takes place during the fall for one week.
- **Cultural Arts** - The chair and co-chair of this program work with the principals of the schools to understand the current curriculum focus. Together they attend a vendor showcase with the curriculum goals in mind, and they choose educational entertainment teams to put on assemblies at each school. The cultural arts budget is one of the biggest PTA budgets. Volunteers for this committee work with the entertainment, principals and assistants to schedule the assemblies and arrange for payment.
- **Dining for Dollars** - Chairperson coordinates and informs community of fundraising events at local establishments.
- **Environmental Team** - Prepare Earth Week events in which the students will participate to demonstrate the importance of being green. In the past, the committee has sold stencils, water bottles and re-usable shopping bags to reinforce green behavior.
- **Fall Carnival** - The Chair organizes the event overall with the help of co-chairs. Volunteers are needed to help the day of the event.
- **Gift Card Fundraiser/% Back Programs** - The Chair and co-chair work together to schedule the gift card fundraiser (order form distribution, ordering and delivery) and promote percentage-back fundraising programs (Amazon, Heinen's, Target, etc.).
- **Parents in Partnership** - Chair assists in coordinating our PTAs involvement in a community event held at Attea in the fall providing educational seminars to parents
- **School Supplies** - Communicate online school supply ordering to parents. Supplies are ordered in March/April. Distribute supplies to classrooms before school begins.
- **School Directory** - Work with the district office to gather parent information. Layout directory, coordinate print quantities and distribute to PTA members and school staff.
- **Spiritwear** - The PTA works with an external vendor to provide stylish clothing items with the school mascots and logos on them to promote school spirit. The chair and co-chair distribute flyers, collect payment, place orders and distribute the spiritwear for all students.
- **Fall Product Fundraiser** - Help organize the annual product fundraiser; volunteers help the day of the distribution.
- **Spring Event/Fundraiser** - Organize the PTA's biggest fundraiser of the year. Responsibilities may include coordinating silent auction items, book facility for event, determine food, etc.
- **District Board Liaison**- This chair attends District 34 Board Recap meetings held monthly and reports back to the PTA board with a summary of the meeting.
- **Book Fair Westbrook (Fall) and Glen Grove (Spring)** - Help organize or help out during the three day event; shifts during school hours and one evening.
- **Ice Scream Social Westbrook (Fall) and Glen Grove (Spring)** - Chair and Co-chair coordinate pre-order forms and ice cream orders with the distributor. Help organize or help the day of the event.
- **School Pictures** - Help the kids look their best for school photos. Facilitate movement of each class to the photo site, make sure the kids look picture perfect. Coordinate volunteers to help out.
- **Teacher Appreciation** - The chair and co-chair at each school organize a group of volunteer parents to provide homemade appetizers, entrees and desserts. They also decorate the gym or cafeteria turning it into a lovely cafe and organize raffle items such as gift cards. Help organize, cook, decorate or serve to honor our teachers.
- **Yearbook** - The PTA encourages parents to take pictures throughout the year and provide copies to the yearbook team. The chair and co-chair work together to confirm pricing and quantities of the yearbook. They pull all of the pictures together for a beautiful layout.
- **Fifth Grade Picnic** - The fifth grade picnic chairperson will work with the Glen Grove principal and staff to plan and staff the fifth grade end of the year picnic. Help organize or help the day of the event.