

# **Crocker Highlands Elementary School Summer Mailer**

Welcome to a new school year at Crocker! This mailer contains a set of informational materials to help you get ready for the upcoming year. Below is a list of the contents, with an indication of which forms need to be returned to the school. Any materials that need to be returned can be sent in the envelope provided, sent back to school with your child(ren), or placed in the green PTA mailbox outside the school office.

Thanks so much and here's to another great school year!

## **Mailer Contents**

- PTA Welcome Letter
- Annual Giving Flyer\*\*
- PTA Membership and Directory Information form\*\*
- 2013-14 School Calendar
- 2013-14 OUSD Calendar
- Crocker Bell Schedule
- Communications at Crocker
- PTA Backgrounder
- Parent Participation at Crocker
- School Drop Off and Driving Instructions
- Newcomer picnic flyer (new families only)
- Kindergarten welcome letter (K families only)
- Frequently Asked Questions

\*\*Documents to be returned to school



## CROCKER HIGHLANDS ELEMENTARY SCHOOL PTA

525 Midcrest Road, Oakland CA 94610 Phone (510)451-5900 Fax (510)451-5905  
www.crockerschool.org

**Louise Bedsworth and Lesley Podesta, PTA Co-Presidents**

Hello Crocker Families:

With just a few weeks of summer vacation left, we hope all of you have had a restful and relaxing break! We are very much looking forward to welcoming back our returning students, and are excited to meet the new families who are joining our community this year.

This year we will build on the strong model of consistent and meaningful collaboration with families as we transition to new leadership. We are excited to work together to continue the great momentum that Crocker has in best serving our children. To work toward this, we invite you to attend our first-ever Crocker Highlands Community meeting on August 28<sup>th</sup>. At that meeting, we will provide an introduction to many aspects of the Crocker community and answer any questions that you may have.

Crocker Highlands Elementary School is dedicated to building a safe, compassionate community of life-long learners who are inspired to become respectful, responsible, and productive people. Crocker relies more than ever on its families to contribute financially, and support many of the programs that help make our school incredible. These programs include physical education, vocal music, the computer lab, our library, supplemental math and English programs, the edible garden, and many other events that further develop and broaden our children's curriculum.

To find out more information about the school programs, and what goes on during the first hectic weeks of the school year, visit our hospitality table on the playground during morning drop-off time during the first few days of school. We also invite you to attend the first PTA meetings of the school year. On Thursday August 22<sup>nd</sup>, we will discuss and pass the PTA budget and employee contracts for the 2013-14 school year. While that meeting will provide a glimpse at the great programs supported through the generosity of our school families and community, we also encourage you to attend the 2<sup>nd</sup> PTA General Session on September 19<sup>th</sup>. At that meeting, you will learn more about the programs and events supported by the PTA.

To get regular school updates, please sign up for the Crocker Bulletin and for the Yahoo Group (see information in this mailer for details). Also, take a look at our school web site: <http://crockerschool.org>. Some other key dates to keep in mind are:

- Back to School Night: September 10<sup>th</sup> for Kindergarten, September 12<sup>th</sup> for 1<sup>st</sup>-5<sup>th</sup> grades.
- Annual Spaghetti Feed: September 24<sup>th</sup>. Volunteers from the Crocker Dad's Club feed the entire school. It's a great chance to meet new friends and catch up with old ones. Don't miss it!

We hope to see you at the first PTA meetings, and we look forward to seeing you, and your child(ren), on the first day back at Crocker on August 26<sup>th</sup>.

Louise Bedsworth and Lesley Podesta

PTA Co-Presidents

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The purpose of the Crocker Highlands PTA is:

- To support the school's efforts in achieving equitable outcomes for all students;
  - To impact positively the entire school community;
    - To create a sustainable environment;
  - To promote involvement and inclusiveness of all families; and
    - To enrich quality education.

A Great Public Education Isn't Free...It's Up To Us!

## Crocker Highlands Elementary Annual Giving 2013-2014

Thanks to the dedication of parents, the greater community and our educators, Crocker Highlands is one of the best schools in Oakland. We are proud of the strong school that we, as a community, have built. In order to continue providing excellence for our children, we need your help.

Our PTA pays for music, physical education, library, computer instruction, supplemental math & reading, yard supervision & much, much more. The funds for these outstanding enrichment & academic programs comes from you...our community.

This academic year, the Crocker PTA will spend approximately \$375,000 on these important programs. These are funds that we must raise for our children to have a rich and balanced education. Annual Fund contributions pay directly for these programs.

This year, we are asking each family to commit to donating or raising \$1,000 per child for the Annual Fund, but donations in any amount are welcome from anyone - including grandparents, friends & neighbors. All donations of any amount make a difference for our children & are much appreciated. We are hoping to reach 100% family participation...join us in reaching this goal.

**Donate Today! It's easy & 100% tax deductible.**

Student(s) Name & Grade: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Employer (for matching gifts): \_\_\_\_\_

Donation Amount: \_\_\_\_\_

Payment Method:

ONLINE: Go to [www.crockerschool.org](http://www.crockerschool.org) & click on the Annual Giving icon:  
Here you can make a one time or a recurring credit card donation.

CHECK: Payable to **Crocker Highlands PTA**  
Please mail this form and check or return it to the green PTA box outside the school office.

In addition, please inquire as to whether or not your employer has a corporate matching or workplace giving program. We are more than happy to provide you with any necessary forms as this is a great way to make donation go even further!



Crocker Highlands Elementary • 525 Midcrest Road • Oakland, CA • 94610 • 510.451.5900

Tax ID: 94-6171881

Questions? Please email [fundraising@crockerschool.org](mailto:fundraising@crockerschool.org)

## Crocker Highlands PTA Membership Form

Crocker Highlands PTA is a parent/teacher organization dedicated to enhancing the education and general well-being of our children. The PTA sponsors family and community-oriented activities such as the Book Fair, Craft Fair, and Carnival. Many vital volunteer activities are coordinated by the PTA. The PTA also raises money to support vocal music, P.E., Spanish, the library, Supplemental math and language arts instruction, and many other important programs at Crocker.

### **Why should you join the Crocker Highlands PTA?**

The PTA is not just a fundraising machine! Our \$5.50 per person dues include membership in the state and national PTA – the largest child and education advocacy organization in the country. The larger our PTA is, the more collective strength that we will have when advocating for our children. With that said, anyone can join! Moms, Dads, guardians, grandparents...anyone who wants to support Crocker kids!

*If you have questions, please contact Kate Hucklebridge, membership chair at [membership@crockerschool.org](mailto:membership@crockerschool.org)*

**\*\* PTA DUES ARE \$5.50 PER ADULT PER YEAR \* \***

Enclosed is \$\_\_\_\_\_ for \_\_\_\_\_ PTA memberships. (Please write the names of the individuals joining below.)

Names: \_\_\_\_\_

Please make checks payable to: CROCKER HIGHLANDS PTA and put "Membership" in the memo line.

Return this form—with your payment ATTACHED—in the envelope provided or to the green PTA box outside the school office  
You can also join online at: <http://crockerschool.org/pta/join-the-pta/>

## Crocker Highlands Student Directory Permission Form, 2013-14

The Crocker Directory is an invaluable resource for the Crocker community. It includes a calendar of school events, information about the PTA, and contact information for students and teachers. Please complete this form AS SOON AS POSSIBLE to ensure that we have your current contact information and so that we can complete the directory early in the school year.

**NOTE: The directory is for the exclusive use of the Crocker community and will NOT be used for commercial purposes!**

If you have questions, please contact Tara Runyan, Directory Coordinator, at [directory@crockerschool.org](mailto:directory@crockerschool.org)

Child's Name:	Grade:
Child's Name	Grade:
Child's Name:	Grade:

Fill in contact information below, or check here  IF ALL CONTACT INFORMATION IS THE SAME AS LAST YEAR

Parent/Guardian Name:	Home Phone:
Address:	Mobile Phone:
Email:	

Parent/Guardian Name:	Home Phone:
Address (if different from above):	Mobile Phone:
Email:	

- Please do not Include our information in the printed directory  
 Please do not include our information in the online directory (secure & password protected for parents and staff only)

**CROCKER HIGHLANDS ELEMENTARY SCHOOL  
2013-14 SCHOOL CALENDAR**

*ALL DATES ARE SUBJECT TO CHANGE, PLEASE CHECK THE SCHOOL WEBSITE FOR THE MOST UP-TO-DATE INFORMATION*

**AUGUST 2013**

22: PTA Meeting (13-14 Budget Approval)\*\*  
23: Class Assignments Posted  
24: New Families' Picnic  
26: First Day of School  
26 - 28: Minimum Days for all students  
26 - 9/6: Minimum Days for kindergarten students  
28: Crocker Community Meeting

**SEPTEMBER 2013**

2: Labor Day Holiday (NO SCHOOL)  
10: Back to School Night (Kindergarten ONLY)  
12: Minimum Day for all students  
12: Back to School Night, 1st - 5th Grades  
19: PTA General Session (13-14 Program overview)\*\*  
24: Picture Day  
24: Spaghetti Feed

**OCTOBER 2013**

4: Book Swap  
11: Professional Development Day (NO SCHOOL)  
16-18: 5th Grade Alliance Redwood Trip  
17: PTA Meeting\*\*  
19: Walkathon  
31: Minimum Day and Halloween Parade

**NOVEMBER 2013**

7: Math Night, 6:00 - 7:30  
11: Veterans' Day (NO SCHOOL)  
14: Prospective Parents Tour  
14: PTA Meeting  
15: Prospective Parents Tour  
20-21: Book Fair  
21: Prospective Parents Tour  
25-29: Thanksgiving Break (NO SCHOOL)

**DECEMBER 2013**

5 & 6: Minimum Days for Parent/Guardian Conferences  
6: Prospective Parents Tour  
8: Craft Fair  
12: Prospective Parents Tour  
12: PTA Meeting\*\*  
13: Prospective Parents Tour  
13: Report Cards go home  
19: Winter Vocal Concerts  
23 - 1/3/14: Winter Break

**JANUARY 2014**

9: PTA Meeting\*\*  
10: Prospective Parents Tour  
20: Martin Luther King Day (NO SCHOOL)  
31: Professional Development Day (NO SCHOOL)

**FEBRUARY 2014**

13: PTA Meeting\*\*  
17: Presidents' Day (NO SCHOOL)

**MARCH 2014**

4: California State Writing Test, 4th Grade Only  
6-7: Minimum Days for Parent Conferences  
13: PTA Meeting\*\*  
14: Report Cards go home  
26-28: 4th Grade Coloma Trip  
31: Cesar Chavez Day (NO SCHOOL)

**APRIL 2014**

5: Auction  
10: PTA Meeting\*\*  
14-18: Spring Break (NO SCHOOL)  
21: California State Test (Gr. 2-5) Window Opens

**MAY 2014**

8: Crocker Science Fair  
13-14 Kindergarten Round-Up  
15: PTA Meeting\*\*  
22: California State Test Window Closes  
22: Minimum Day  
22: Open House, Grades K-5, 6:00 - 7:30  
23: Holiday (NO SCHOOL)  
26: Memorial Day (NO SCHOOL)  
29: Spring Concerts

**JUNE 2014**

2: Volunteer Breakfast (A "Thank You" from the Staff)  
5: PTA meeting/potluck  
11: 5<sup>th</sup> Grade Promotion  
9-12: Minimum Days  
12: Last Day Of School

\*\*PTA meetings include discussion of PTA business, but also include parent education presentations coordinated by the Equity Committee. Agendas and announcements for all meetings are made at least one week in advance. Babysitting for elementary school-aged children is provided at all PTA meetings.



OAKLAND UNIFIED  
SCHOOL DISTRICT

Community Schools, Thriving Students

# 2013 – 2014 School Calendar

JULY 2013						
S	M	T	W	T	F	S
		1	2	3	4	5 6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2013						
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18	19	20	21	22	23	24
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SEPTEMBER 2013						
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22	23	24	25	26	27	28
29	30					

- In celebration of Independence Day (Schools/offices closed) ..... July 4
- ◆ District Day (No school for students)..... August 21
- ◆ Professional Development Day (No school for students)..... August 22
- ◆ Teacher Planning Day (No school for students)..... August 23
- ★ First Day of School for Students..... August 26
- Labor Day (Schools/offices closed) ..... September 2

OCTOBER 2013						
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NOVEMBER 2013						
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DECEMBER 2013						
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22	23	24	25	26	27	28
29	30	31				

- ◆ Professional Development Day (No school for students)..... October 11
- Veterans' Day (Schools/offices closed) ..... November 11
- ◆ Thanksgiving Recess (Schools closed) ..... November 25–27
- Thanksgiving Day Holidays (Schools/offices closed) ..... November 28–29
- ◆ Winter Recess (Schools closed)..... Dec. 23–Jan. 3
- Schools/offices closed ..... Dec. 24, 25, 31, Jan. 1
- Child Development Centers and Offices closed Dec. 23 – Jan. 1

JANUARY 2014						
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FEBRUARY 2014						
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MARCH 2014						
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23	24	25	26	27	28	29
30	31					

- New Year's Day Holiday (Schools/offices closed) ..... January 1
- Martin L. King, Jr. Day (Schools/offices closed) ..... January 20
- ◆ Professional Development Day (No school for students)..... January 31
- Presidents' Day Holiday (Schools/offices closed) ..... February 17
- César Chávez Day (Schools/offices closed) ..... March 31

APRIL 2014						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY 2014						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE 2014						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- ◆ Spring Recess (Schools closed)..... April 14–18
- In Lieu of Lincoln's Day Holiday (Schools/offices closed) ..... May 23
- Memorial Day Holiday (Schools/offices closed) ..... May 26
- ★ Last Day of School for Students ..... June 12
- ◆ Teacher Planning Day ..... June 13

**REPORT CARD PERIODS (Ending Dates):**

Individual student progress reports are sent to parents within one week of the following dates:

**Elementary Schools**

- First ..... December 6
- Second ..... March 7
- Third ..... June 12

**Secondary Schools, Fall Semester**

- First ..... October 4
- Second ..... November 15
- Third ..... January 24

**Secondary Schools, Spring Semester**

- First ..... March 7
- Second ..... April 25
- Third ..... June 12

**KEY DATES:**

- End of First Semester: January 24, 2013
- Beginning of Second Semester: January 27, 2013

**Note:** Child Development Centers are open 12 months a year.

The testing calendar is available in September.

# Crocker Highlands Elementary School

## 2013-2014 Bell Schedule

### Regular School Day Schedule

#### K-1

8:35-9:50 – Instruction  
9:50-10:10 – RECESS  
10:10-11:25 Instruction  
11:25-12:10 – LUNCH/RECESS  
12:10-1:30 – Instruction  
1:30-1:45 – RECESS  
1:45-2:45 (K) – Instruction  
1:45-3:00 (1<sup>st</sup>) – Instruction

#### Grades 2-3

8:40-10:15 – Instruction  
10:15-10:30 – RECESS  
10:30-12:15 – Instruction  
12:15-1:00 – LUNCH/RECESS  
1:00-1:50 – Instruction  
1:50-2:00 – RECESS  
2:05-3:00 – Instruction

#### Grades 4-5

8:40-10:30 – Instruction  
10:30-10:50 – RECESS  
10:50-12:15 – Instruction  
12:15-1:00 LUNCH/RECESS  
1:00-3:02 – Instruction

### Minimum Day Schedule

#### K-1

8:35-9:50 - Instruction  
9:50-10:10 - RECESS  
10:10-11:25 - Instruction  
11:25-12:10 – LUNCH/RECESS  
12:10-1:30 (K) - Instruction  
12:10-1:40 (1<sup>st</sup>) - Instruction

#### Grades 2-3

8:40-10:15 - Instruction  
10:15-10:30 - RECESS  
10:30-12:15 – Instruction  
12:15-1:00 - LUNCH/RECESS  
1:00-1:40 - Instruction

#### Grades 4-5

8:40-10:30 - Instruction  
10:30-10:50 - RECESS  
10:50-12:15 - Instruction  
12:15-1:00 – LUNCH/RECESS  
1:00-1:45 - Instruction

## Communications at Crocker Highlands Elementary School

There is a lot of information that is communicated from the principal, the PTA, and teachers. To avoid feeling too overwhelmed, here are a few tips on communications at Crocker.

### **Key Resources:**

These are your best bets for keeping up to date on critical happenings around school. These should be used for information and communication that is *strictly school-related*.

#### **- School Website** (<http://www.crockerschool.org>)

The website contains a frequently-updated calendar (<http://crockerschool.org/about/calendar/>), principal and teachers' web pages, and a school handbook. At the bottom right hand corner of each calendar is a +Google Calendar. Click here to add the Crocker Calendar to your personal Google Calendar. If you would like to post something to the website, it must be approved by the Principal and then sent to the webmaster, Jon Cecchetti or Todd Marshburn ([webmaster@crockerschool.org](mailto:webmaster@crockerschool.org)). The documents should be in PDF format.

#### **- Crocker Weekly Bulletin**

All key events and messages from the Principal and PTA will be included in the weekly bulletin, which is sent by email every Monday. It also includes information upcoming events and activities. Sign up for email delivery on the Crocker homepage (on the lower right hand side of the home page under "Subscribe.") If you would like to include an item or attachment in the Bulletin, send it to Jessica Tagami ([bulletin@crockerschool.org](mailto:bulletin@crockerschool.org)) by noon on the Thursday before publication.

#### **- School Community E-Mail List**

The Crocker Yahoo! group is a great way to receive and send information about the school. Sign up by going to <http://crockerschool.org> and clicking the Yahoo Group icon on the right side of the home page. Group members can send an email to the group by writing an email to [crockerhighlands@yahoo.com](mailto:crockerhighlands@yahoo.com).

#### **- Crocker Highlands Elementary School Facebook Page**

This page is maintained by the PTA and is a place to interact with the Crocker community.

#### **- Crocker Kindergarten Buddies Facebook Page**

This is a group set-up for incoming Kindergarten parents new to the Crocker Highlands Elementary School.

### **Other Resources:**

Looking to sell something or learn/share about other community happenings? Try these options!

#### **- Crocker Community Email List**

The Crocker Highlands Community Yahoo Group is for the at-large Crocker Community. Please feel free to use this group to post items of interest that are not applicable to the Crocker Highlands School group. All are welcome!

#### **- Crocker Highlands Neighborhood Connection Facebook Group**

A group for the residents of Crocker Highlands to share information, post comments or ask for advice.

#### **- Crocker Highlands Treasures Facebook Group**

A group for the Crocker Highlands Neighborhood to sell, trade, barter or give away their treasures.



# The Crocker Highlands PTA

## What is it all about?

### Goals of the Crocker Highlands PTA

The Crocker Highlands parent-teacher association (PTA) works with the principal, teacher representatives, and parent members to ensure the delivery of high-quality programs that enhance each child's education. The PTA also supports programs to build and foster the school community.

### Programs the PTA funds

The PTA budget for the 2013 – 2014 school year is just over \$390,000 and it goes to support a variety of programs.

- Intervention programs in math & ELA
- Classroom aides
- Social and emotional programs and support
- Lunchtime and recess supervision and equipment
- The edible garden
- Music
- Library and technology
- Physical education
- Spanish instruction
- Professional development
- Parent education

### PTA Funding Comes from the Community!

- Annual Giving
- Annual auction (spring)
- Annual walkathon
- Biennial home tour (next in Fall 2014)
- Carnival (spring)
- Scrip, eScrip, and other passive fundraisers

### The PTA also works to foster a strong school community!

The PTA sponsors events throughout the year to bring students, teachers, and families together to celebrate our school community. The PTA also coordinates programs to assist school families.

- Annual Spaghetti Feed
- Holiday Craft Fair
- Walk to School Day
- The Caring Community Coordinator
- Periodic lice checks
- Science Fair
- Math Night
- Book Fair
- After-school enrichment programs

### How you can help

- ✓ Get involved! Volunteer to help with an event. Attend school functions and PTA meetings.
- ✓ Donate to the Annual Fund and support other school fundraisers!
- ✓ Join the PTA!

For more information contact Lesley Podesta and Louise Bedsworth, PTA Co-Presidents 2013-14. [president@crockerschool.org](mailto:president@crockerschool.org). To see a list of the current PTA officers and committee chairs go to: <http://crockerschool.org/pta/board-directory/>

## Get Involved at Crocker!

Parent participation at Crocker contributes to all of our children's experiences at school. On Back to School Night you'll hear from your child's teacher about classroom and field trip volunteer opportunities. In addition to that participation, we need **YOU** to help our school in other areas. If you would like to participate in one or more of the following areas, please email [president@crockerschool.org](mailto:president@crockerschool.org).

***Before School Traffic Assistance*** -- This job starts at 8:25 a.m. and ends when school starts at 8:45 a.m. You and your child can guide child(ren) from their family car at the curb to the playground. There will be NO PARKING allowed at the drop off points at Midcrest and Hubert streets. Vests will be provided for you so people will know you are there to help.

***Playground and Lunchroom Supervision*** -- We have two 45-minute lunch/recess periods covering the 6 grades at Crocker. K-1<sup>st</sup> runs from 11:30-12:15, and 2<sup>nd</sup>-5<sup>th</sup> from 12:15-1pm. Each grade spends approximately 20 minutes in the lunchroom and 20 minutes on the yard. Kids need assistance in both the lunchroom and on the playground. Volunteers can work any frequency that suits them – weekly, twice a month, whatever works best for your schedule.

***Office Assistance*** -- The phone needs answering and kids need band-aids and ice packs! Come help out in the office. The busiest/highest need times are the lunch hours -- 11:30-1pm -- and the first hour in the morning. Other shifts are certainly needed and welcome as well.

***Library*** -- Our library is bigger and better than ever, and our fabulous librarian, Lisa Hobbs, can really use some extra parents to help kids foster their love of reading. Volunteers are needed to assist students with book selection, check-outs, and computer lab assistance.

***Crocker Auction*** -- Our annual school auction, which is our largest fundraiser of the year, needs volunteers to help Crocker's enrichment programs thrive and excel. Auction Chairwoman Jennifer Black needs volunteers who will be part of the auction team, and she'd love to have your help, whether you can dedicate a little, or a lot of time! No idea is too small, and all helping hands are needed.

# Crocker Highlands Elementary School

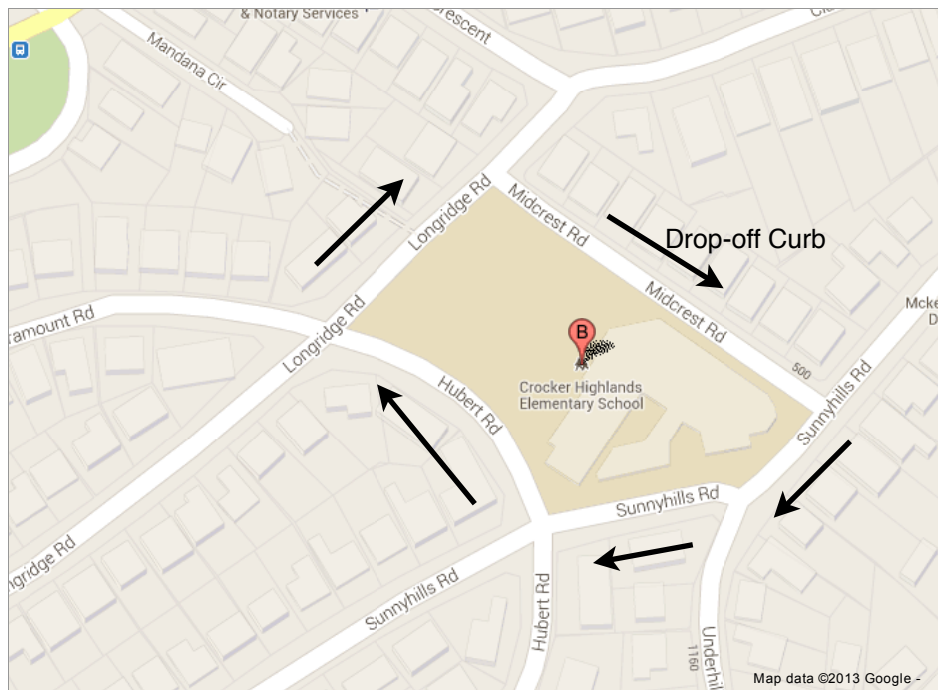
## Drop-off and Pick-up Traffic Procedures

In order to lessen the impact of school traffic on our neighbors, and to ensure that all of our students arrive at school safely, Crocker has implemented a traffic procedure system.

Please keep the **passenger side** of your car curbside to the school yard as you drive around the school.

There will be appointed volunteers in traffic vests guiding children from cars to the school yard at drop-off time in the morning starting at 8:30 am and ending when the bell rings.

The curb on Hubert Road is a red zone. **No parking.** The curb on Midcrest Road is a drop-off zone only. **No parking.** If you would like to accompany your child to the school yard, please park on one of the surrounding neighborhood streets not the streets bordering the playground.



# Frequently Asked Questions

## **I'd like to volunteer, but how do I find out where and when?**

Great! Our school thrives on many wonderful volunteers, and there are positions for all kinds of abilities and schedules. You can ask your teacher(s) directly about volunteering opportunities, or you can come to the PTA meetings, or find a PTA officer who can help steer you toward a volunteer position that you would like.

## **I'd like to help out on the PTA, but I don't have a lot of free time. Is there anything I can do?**

Of course! There are many committees on the PTA that help organize activities and events for the school. We'd love to have all the help we can get, so if you have the will, but not a lot of time, the PTA can place you on a committee where you can work for just a day of an event, or where you can work on a team to organize an event. Many hands make light work, and we love to see new faces!

## **When are the PTA fundraisers?**

The PTA has three major fundraisers during the school year: Annual Giving, Walk-A-Thon, and the School Auction. Every other year, we also have a Home and Garden Tour. Annual Giving begins on the first day of the school year, and runs throughout, so you will hear talk of this big fundraiser right away. The Walk-A-Thon will be held October 19th, so kids will have to start getting pledges for that fun event in late September. The school auction will be on April 5th, but planning will start almost as soon as the school year starts, and lots of help will be needed on the auction committees.

## **Where is lost and found (where lost kid items get stowed)?**

The lost and found hallway is located right next to Ms. Uk's classroom, through the doors on the playground next to the water fountains. Please label your child(ren)'s items! Non-labeled items are periodically donated as the lost and found fills up.

## **When can I talk to my teacher(s)?**

Many teachers will tell you during the first week how you may contact them. The teachers here are very dedicated (and busy!), so they spend their pre-school hours prepping for the day. Many prefer that you make an appointment if you have a concern or question that may take thoughtful consideration, but, if you need to simply ask a quick question, most teachers are available after school, and will be on the playground to answer you.

## **If my child is sick, or has an appointment during school hours, how shall I excuse him or her?**

Just call the front office. If possible, please call by 9 am. Depending on the nature of your child's absenteeism, an excuse note may be needed.

Any others questions? Contact Louise Bedsworth or Lesley Podesta at [president@crockerschool.org](mailto:president@crockerschool.org).