



Parent Volunteer Orientation

2023-2024 Edison Academy

(In-person Spanish Translation Available)

Today's Agenda

- **The Best Ways to Help Out at School**
- **Volunteering - Different Levels of Support**
- **The Process**
- **Questions**
- **PFO - Parent Faculty Organization**



Parents Volunteer in Many Ways!

There are so many ways to help:

- **Participating in Parent Teacher Conferences is one way.**
- **Attending school site parent meetings such as:**

**SSC, GATE, ENGLISH LEARNER, SPECIAL EDUCATION Parent Advisory
and PFO Meetings**

- **Making Classroom Donations**

As well as...

- **Volunteering on Campus**

How Volunteering on Campus Helps



- Provides help for individual students
 - Relieves teachers of some non-instructional tasks
 - Enhances all aspects of the educational process
 - Establishes a school and community partnership for quality education
 - Provides opportunities for meaningful service
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Possible Parent Activities



**Small
Groups**



**Cutting,
Collating,
or copying
papers**



**Prepping
Centers**



**Assisting
students
in class**

Keys to Helping



- Establish **Good Rapport**
 - Provide students help **WITHOUT** doing the work for them
 - Show **genuine** interest
 - Accept **each student** and encourage the best from them
 - Practice **Patience and Kindness**
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3 Levels of Support

1. Minimal Classroom Help/ or Chaperone a Field Trip
 2. Frequent Service On Campus
 3. Overnight Event Chaperone
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As a volunteer in the classroom we ask that you...



- Follow directions of staff
- Respect the privacy of schools and families- do not discuss school matters away from classroom
- Realize only teachers evaluate students
- Seek help when you have questions (ex: copy machines)
- Acknowledge that teachers are responsible for discipline and you must refer any student problem to teacher: medical, instructional, procedural

Now, How do you get started?



- Submit Volunteer Application
-with Valid ID and TB test results
 - Upon Clearance wait to be contacted by your child's teacher should volunteer services be needed
 - Proof of Address (ex: gas, phone bill)
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The Process



1. Attend Volunteer Orientation
2. Complete Application Process
3. Teacher Receives List of Cleared Parents
4. Teacher Reaches out to parents
5. Teacher decides the activities needed and match volunteers to those needs
6. Volunteer arrives at school at designated/prearranged time
7. Signs into Raptor - Goes to
_____ designated area/room.

All Volunteers

Must



- Complete Application Process
 - Make Prior Arrangements with Teacher
 - Sign-in using Raptor - bring a valid ID
 - Visit the area designated on your badge only
 - Wear appropriate attire, be respectful of all staff and students
 - Share concerns regarding students with the school staff only
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We are Here to Help

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PFO (Parent Faculty Organization)

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Follow us on Class Dojo



Remember: Edison's PFO needs parents to volunteer to help organize experiences that your kids will enjoy and remember...

Next Meeting is:

Thursday, September 14th 6pm

Via zoom

