



## REQUIRED FORMS TO RETURN CHECKLIST

Please make sure all the forms on this list are returned to your child's teacher in the envelope this packet came in, with your child's name clearly printed on it.

- Emergency Form – 1 per student
- Computer Acceptable Use Policy – 1 per student
- Media Release Form – 1 per student
- E-Communications Sign-up Form
- Annual Giving Campaign Form – 1 per student
- Volunteer Sign-up Form
- Free & Reduced Lunch Application – available in the office for new students or at [www.applyforlunch.com](http://www.applyforlunch.com) (Note: Completing this application ensures that we continue to receive \$100,000 in Title I funding each year. If less than 51% of students are identified as Title I, we will not receive this funding.)

LOOK FOR THIS:





## LOS ANGELES UNIFIED SCHOOL DISTRICT STUDENT EMERGENCY INFORMATION FORM

*Parent information: Please fill out completely and sign where indicated. In a major emergency, it is school district policy to retain students at school for their safety. This form will be used by the school staff when students are released to go home. Please complete electronically or print clearly and return completed form to school.*

STUDENT'S LAST NAME		FIRST NAME		M.I.	
BIRTH DATE		<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		GRADE	
STUDENT'S HOME ADDRESS -- NUMBER		STREET		HOME LANGUAGE	
MAILING ADDRESS -- NUMBER (IF DIFFERENT FROM ABOVE)		STREET		APT # CITY ZIP CODE	
PARENT'S / LEGAL GUARDIAN'S LAST NAME		FIRST NAME		RELATIONSHIP TO STUDENT	
WORK ADDRESS -- NUMBER		STREET		CITY ZIP CODE	
CONTACT NUMBERS		Indicate which phone to call for each message type:*		EMAIL ADDRESS:	
HOME		EMERGENCY <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work			
CELL		ATTENDANCE <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work			
WORK		GENERAL INFO <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work			
PARENT'S / LEGAL GUARDIAN'S LAST NAME		FIRST NAME		RELATIONSHIP TO STUDENT	
WORK ADDRESS -- NUMBER		STREET		CITY ZIP CODE	
CONTACT NUMBERS		Indicate which phone to call for each message type:*		EMAIL ADDRESS:	
HOME		EMERGENCY <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work			
CELL		ATTENDANCE <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work			
WORK		GENERAL INFO <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work			
<b>To the principal: In case you are unable to reach me during any emergency, you are authorized to contact and, if necessary, release my child to any of the following:</b>					
NAME		RELATIONSHIP		HOME PHONE CELL PHONE WORK PHONE	
NAME		RELATIONSHIP		HOME PHONE CELL PHONE WORK PHONE	
NAME		RELATIONSHIP		HOME PHONE CELL PHONE WORK PHONE	
<i>List any other family members attending this school:</i>					
LAST NAME		FIRST NAME		HOME ROOM GRADE RELATIONSHIP	
LAST NAME		FIRST NAME		HOME ROOM GRADE RELATIONSHIP	
<b>AUTHORIZATION FOR EMERGENCY MEDICAL TREATMENT</b>					
The undersigned, as parent/legal guardian of _____ a minor, <span style="font-size: small; text-align: center;">(Print name of the student here)</span>					
hereby authorizes the principal or designee, into whose care the student has been entrusted, to consent to any X-ray examination, anesthetic, medical or surgical diagnosis, treatment, and/or hospital care to be rendered to the student upon the advice of any licensed physician and/or dentist. It is understood that this authorization is given in advance of any required diagnosis, treatment, or hospital care and provides authority and power to the Los Angeles Unified School District ("District") to give specific consent to any and all such diagnosis, treatment, or hospital care which a licensed physician or dentist may deem necessary. This authorization is given in accordance with Section 49407 of the California Education Code, and shall remain effective until revoked in writing and delivered to the District. I understand that the District, its officers and its employees assume no liability of any nature in relation to the transportation of the student. I further understand that all costs of paramedic transportation, hospitalization, and any examination, X-ray, or treatment provided in relation to this authorization shall be my sole responsibility as the student's parent/guardian.					
<b>HEALTH ALERTS -- List any medical condition which restricts physical activity or requires special attention. Include conditions such as asthma and allergies such as peanut and bee stings. If none, please indicate "none".</b>					
DOES THE STUDENT HAVE HEALTH INSURANCE? (Check One) <input type="checkbox"/> YES <input type="checkbox"/> NO* If "Yes": <input type="checkbox"/> Private Health Insurance <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Healthy Families					
MEDICAL / HEALTHY FAMILIES ID Number: _____					
1. PRIVATE HEALTH INSURANCE NAME		GROUP NO.		2. PRIVATE HEALTH INSURANCE NAME (if covered under more than one plan)	
NAME OF DOCTOR / MEDICAL OFFICE		PHONE NUMBER OF DOCTOR / MEDICAL OFFICE			
<small>*If the student currently does not have health insurance, information on free or low-cost health care programs is available by calling the District's toll-free HELPLINE 1 (866) 742-2273.</small>					
<b>MY CHILD IS ALLERGIC TO THE FOLLOWING MEDICATIONS:</b>					
<b>MY CHILD CURRENTLY TAKES THE FOLLOWING MEDICATIONS:</b>					
<b>I CERTIFY THAT I HAVE READ AND UNDERSTOOD THIS FORM AND DO HEREBY GIVE MY AUTHORIZATION FOR EMERGENCY MEDICAL TREATMENT, AND THAT ALL OF THE INFORMATION I HAVE PROVIDED ON THIS FORM IS TRUE AND CORRECT.</b>					
X				DATE	
SIGNATURE OF: _____ (CHECK ONE) <input type="checkbox"/> PARENT <input type="checkbox"/> LEGAL GUARDIAN					

STUDENT'S LAST NAME

FIRST NAME

MIDDLE INITIAL

\* Selected telephone number must be a direct dial number (no extensions).



**Los Angeles Unified School District  
Parent/Guardian Publicity Authorization and Release**

Dear Parent/Guardian:

The Los Angeles Unified School District requests your permission to reproduce through printed, audio, visual, or electronic means activities in which your pupil has participated in his/her education program. Your authorization will enable us to use specially prepared materials to (1) train teachers and/or (2) increase public awareness and promote continuation and improvement of education programs through the use of mass media, displays, brochures, websites, etc.

1. Name of Pupil (please print) 2. Birthdate (please print)

3. Name of Parent (please print)

- a. I, as a parent of guardian, of the above named pupil fully authorize and grant the Los Angeles Unified School District and its authorized representatives, the right to print, photograph, record, and edit as desired, the biographical information, name, image, likeness, and/or voice of the above named pupil on audio, video, film, slide, or any other electronic and printed formats, currently developed, (known as "Recordings"), for the purposes stated or related to the above.
- b. I understand and agree that use of such Recordings will be without any compensation to the pupil or the pupil's parent or guardian.
- c. I understand and agree that the Los Angeles Unified School District and/or its authorized representatives shall have the exclusive right, title, and interest, including copyright, in the Recordings.
- d. I understand and agree that the Los Angeles Unified School District and/or its authorized representatives shall have the unlimited right to use the Recordings for any purposes stated or related to the above.
- e. I hereby release and hold harmless the Los Angeles Unified School District and its authorized representatives from any and all actions, claims, damages, costs, or expenses, including attorney's fees, brought by the pupil and/or parent or guardian which relate to or arise out of any use of these Recordings as specified above.

My signature shows that I have read and understand the release and I agree to accept its provisions.

4. Signature of Parent/Guardian 5. Date Signed

6. Address (Number, Street, Apartment Number)

7. City 8. State 9. Zip Code

10. Telephone

**Granting of permission is voluntary. Please return completed form to school.**

11. Principal

**Approved as to form by the  
Office of the General Counsel.**

12. School

This form shall not be amended without written approval of both the Office of the General Counsel and the Office of Communications/Public Information



## Los Angeles Unified School District

### Acceptable Use Policy (AUP) for District Computer Systems Information for Students and Families

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*This Acceptable Use Policy was adopted by the Board on April 25, 2006*

The District's Acceptable Use Policy ("AUP") is to prevent unauthorized access and other unlawful activities by users online, prevent unauthorized disclosure of or access to sensitive information, and to comply with the Children's Internet Protection Act ("CIPA"). As used in this policy, "user" includes anyone using the computers, Internet, email, chat rooms and other forms of direct electronic communications or equipment provided by the District (the "network.") regardless of the physical location of the user. The AUP applies even when District provided equipment (laptops, tablets, etc.) is used off of District property.

The District will use technology protection measures to block or filter, to the extent practicable, access of visual depictions that are obscene, pornographic, and harmful to minors over the network. The District reserves the right to monitor users' online activities and to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary. Users should have no expectation of privacy regarding their use of District property, network and/or Internet access or files, including email.

The District will take all necessary measures to fortify the network against potential cyber security threats. This may include blocking access to District applications—including but not limited to email, data management and reporting tools, and other web applications—outside the United States and Canada.

#### Acceptable Uses of the LAUSD Computer Network or the Internet

Schools must verify each year students using the computer network and Internet access for that school year have a signed page acknowledging this policy. Students who are under 18 must have their parents or guardians sign this page and schools must keep it on file. Once signed that permission/acknowledgement page remains in effect until revoked by the parent, or the student loses the privilege of using the District's network due to violation of this policy or is no longer an LAUSD student. Employees and other users are required to follow this policy. Even without signature, all users must follow this policy and report any misuse of the network or Internet to a teacher, supervisor or other appropriate District personnel. Access is provided primarily for education and District business. Staff may use the Internet, for incidental personal use during duty-free time. By using the network, users have agreed to this policy. If a user is uncertain about whether a particular use is acceptable or appropriate, he or she should consult a teacher, supervisor or other appropriate District personnel.

#### Unacceptable Uses of the Computer Network or Internet

These are examples of inappropriate activity on the District web site, but the District reserves the right to take immediate action regarding activities (1) that create security and/or safety issues for the District, students, employees, schools, network or computer resources, or (2) that expend District resources on content the District in its sole discretion determines lacks legitimate educational content/purpose, or (3) other activities as determined by District as inappropriate.



## Los Angeles Unified School District

### Acceptable Use Policy (AUP) for District Computer Systems Information for Students and Families

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- Violating any state or federal law or municipal ordinance, such as: Accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, confidential information or copyrighted materials;
- Criminal activities that can be punished under law;
- Selling or purchasing illegal items or substances;
- The unauthorized collection of email addresses (“harvesting”) of e-mail addresses from the Global Address List and other District directories;
- Obtaining and/or using anonymous email sites; spamming; spreading viruses;
- Causing harm to others or damage to their property, such as:
  1. Using profane, abusive, or impolite language; threatening, harassing, or making damaging or false statements about others or accessing, transmitting, or downloading offensive, harassing, or disparaging materials;
  2. Deleting, copying, modifying, or forging other users' names, emails, files, or data; disguising one's identity, impersonating other users, or sending anonymous email;
  3. Damaging computer equipment, files, data or the network in any way, including intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs, or disrupting any computer system performance;
  4. Using any District computer to pursue “hacking,” internal or external to the District, or attempting to access information protected by privacy laws; or
  5. Accessing, transmitting or downloading large files, including "chain letters" or any type of "pyramid schemes".
- Engaging in uses that jeopardize access or lead to unauthorized access into others’ accounts or other computer networks, such as:
  1. Using another’s account password(s) or identifier(s);
  2. Interfering with other users' ability to access their account(s); or
  3. Disclosing your own or anyone’s password to others or allowing them to use your or another’s account(s).
- Using the network or Internet for Commercial purposes:
  1. Using the Internet for personal financial gain;
  2. Using the Internet for personal advertising, promotion, or financial gain; or
  3. Conducting for-profit business activities and/or engaging in non-government related fundraising or public relations activities such as solicitation for religious purposes, lobbying for personal political purposes.

#### Student Internet Safety

1. Students under the age of eighteen should only access LAUSDnet accounts outside of school if a parent or legal guardian supervises their usage at all times. The student’s parent or guardian is



**Los Angeles Unified School District**  
Acceptable Use Policy (AUP) for District Computer Systems  
Information for Students and Families

- responsible for monitoring the minor's use;
- 2. Students shall not reveal on the Internet personal information about themselves or other persons. For example, students should not reveal their name, home address, telephone number, or display photographs of themselves or others;
- 3. Students shall not meet in person anyone they have met only on the Internet; and
- 4. Students must abide by all laws, this Acceptable Use Policy and all District security policies.

Penalties for Improper Use

The use of a District account is a privilege, not a right, and misuse will result in the restriction or cancellation of the account. Misuse may also lead to disciplinary and/or legal action for both students and employees, including suspension, expulsion, dismissal from District employment, or criminal prosecution by government authorities. The District will attempt to tailor any disciplinary action to the specific issues related to each violation.

Disclaimer

The District makes no guarantees about the quality of the services provided and is not responsible for any claims, losses, damages, costs, or other obligations arising from use of the network or accounts. Any additional charges a user accrues due to the use of the District's network are to be borne by the user. The District also denies any responsibility for the accuracy or quality of the information obtained through user access. Any statement, accessible on the computer network or the Internet, is understood to be the author's individual point of view and not that of the District, its affiliates, or employees.

I have read, understand, and agree to abide by the provisions of the  
Acceptable Use Policy of the Los Angeles Unified School District.

Date: _____	School: _____
Student Name: _____	Student Signature: _____
Parent/Legal Guardian Name: _____	Parent/Legal Guardian Signature: _____

*Please return this form to the school where it will be kept on file. It is required for all students that will be using a computer network and/or Internet access.*



## **IMPORTANT INFORMATION**

7450 Hawthorn Avenue Los Angeles, CA 90046 323.876.4710

Michael Rosner, Principal

michael.rosner@lausd.net

[www.gardnerstreetschool.org](http://www.gardnerstreetschool.org)

### **School Hours**

School hours are from 8:15am – 2:43pm, with an early 1:43 pm dismissal every Tuesday to allow for teachers' professional development. Supervision on the yard begins at 7:45 am; please do not drop your child off prior to this time. The instruction bell will ring at 8:20am. Promptness and regular attendance habits are important factors in student achievement levels.

### **After School Programs**

There are four different after school programs available to students this year:

- Beyond the Bell (free; grades 2-6)
- STAR Galaxy 4 (free; grades K-6)
- STAR Galaxy (fee based program; grades K-6)
- STAR Nova (fee based enrichment classes; grades K-6)

After school care is available until 6pm. Kindergarten students enrolled in after school programs will be picked up at their classrooms, other students will meet at the outdoor lunch pavilion. Please visit [www.gardnerstreetschool.org](http://www.gardnerstreetschool.org) and click on "Parent Info" for more information about each of these options or contact STAR Director John Gaxiola at johng@starinc.org.

### **Safety and Security**

Gardner Street School is locked during school hours. You must be buzzed in at the front entrance on Hawthorne Ave to be admitted during those hours and you **MUST CHECK IN** at the main office to obtain a visitor's pass.

Only persons named on your student's Emergency Card may pick up your student from school. If you are picking up your student from school during school hours you must come to the office, complete the appropriate paperwork and take the necessary forms with you when you retrieve your child from their classroom.

All volunteers must fill out a volunteer application and get a TB test before volunteering time in the classroom.

The school has a detailed plan in case of emergencies and drills are conducted periodically throughout the year. Visit our site and click on "Parent Info" for more information on school safety.

### **Parking & Pick-Up / Drop-Off**

Parking lots at school are for staff only, please do not use them to drop off or pick up children.

There is plenty of street parking around school. Please be sure to observe posted signs regarding loading zones (**you will be ticketed if you leave your car unattended**), street cleaning (Mondays and Tuesdays), and time limits (most streets are two hour parking).

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## IMPORTANT INFORMATION (cont.)

**Please drive safely and be aware of other children and families who are walking in our neighborhood.**

Please be considerate of our neighbors – do not block driveways, park in red zones or move trashcans onto the curb.

Our **Stop & Drop** service allows children to be dropped off at the playground or in front of the school and be safely attended to as they exit the car. Stop & Drop operates during the following times:

- Gardner St gate – 7:45am to 8:15am
- Hawthorn Ave gate – 7:45am to 8:15am

Please note that the Vista St gate will no longer be open for drop off or pick up.

We need parents throughout the year to staff our Stop & Drop service. Please contact our Stop & Drop Coordinator Ani Pereira-Sekhon ([bernadettepereira@gmail.com](mailto:bernadettepereira@gmail.com)) if you can help.

### **Tardiness and Absences**

Students who arrive after 8:20am must come directly to the main office to receive a tardy slip. Parents of pre-schoolers and kindergartners may escort their child to class. 1<sup>st</sup>-6th graders will be assisted to class by school personnel. Parents must submit a note of explanation to their teacher when their child is tardy or absent in order to be cleared in our computer system. Please inform us of any issues that may affect your child's attendance, including chronic health conditions.

### **Homework Policy**

Students should spend ten minutes per grade level on homework four times per week (e.g. a 2<sup>nd</sup> grader would spend twenty minutes on homework four times per week). In addition, students should be read to and/or read independently a mix of fiction and non-fiction every night.

### **Dress Code**

Students should dress sensibly – school days will include, amongst other activities, p.e., gardening and art class. Students should wear closed toed shoes, please no open toed sandals or flip-flops.

### **Student Meals**

Breakfast is provided free of charge to all students who want it.

Your child may qualify for a free or reduced price lunch. **Even if you do not intend to have your child participate in the program, please fill out the application at [www.applyforlunch.com/application](http://www.applyforlunch.com/application).**

You may either purchase lunch or send a lunch with your child. Lunch, including milk is \$1.50, and you can send lunch money with your student in whatever amount you wish to be credited to their account or pre-pay for meals using the My Payments Plus website.

### **Resolving Conflicts**

Situations or conflicts may arise at our school and students are always encouraged to seek the counsel of a teacher or administrator – including Principal Rosner and Coordinator Lali Oustinovskaya – to help work through these conflicts.

Our school is partnered with Cedars-Sinai's **Share and Care** counseling program to help students discuss and deal with emotionally stressful situations. With parent's permission, the school may refer students to the program or parents may request a referral.



 RETURN THIS FORM

### E-COMMUNICATIONS SIGN-UP

Make sure you receive of all the school's important updates AND have access to your classroom's Shutterfly site – a wonderful way to stay connected, view class pictures and receive weekly emails from your Room Parent about class work, homework and all things Gardner.

Please return this form (and write legibly!) or e-mail [rebeccajarce@gmail.com](mailto:rebeccajarce@gmail.com) with the information requested below.

Student 1: \_\_\_\_\_ Grade: \_\_\_\_\_

Room: \_\_\_\_\_ Teacher: \_\_\_\_\_

Student 2: \_\_\_\_\_ Grade: \_\_\_\_\_

Room: \_\_\_\_\_ Teacher: \_\_\_\_\_

Student 3: \_\_\_\_\_ Grade: \_\_\_\_\_

Room: \_\_\_\_\_ Teacher: \_\_\_\_\_

Parent 1: \_\_\_\_\_

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

Parent 2: \_\_\_\_\_

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



Hello Gardner Street Families,

As you know, parent involvement and participation are a big part of our culture and vitally important to the success of our school. My fellow Friends of Gardner (FoG) board members and I are excited to welcome all of our new and returning families to our Gardner Street School community.

We've spent the spring and summer getting ready for another great year of fundraising and community building—we're implementing new strategies that aim to streamline communications and improve the giving process so all families will be inspired to contribute and get more involved.

Thanks to your financial support, FoG is able to fund students' twice weekly music and P.E. instruction, materials and resources in their weekly Art Studio classes, and their 12 week edible garden based STEM program. This year our goal is to raise \$95,000 to make sure we can still provide these essential programs to our children.

Our Annual Giving Campaign is our single largest fundraiser and participation keeps rising every year. Our hope this year is for EVERY FAMILY to give at a level that is comfortable for them. Our ask of \$250 per child (\$25 a month) is a fraction of the \$1000 and up that other public and charter schools request and a far cry from the \$20,000-40,000 cost of private school tuition.

The FoG Board and I are committed to working hard to make sure that your child gets a quality education. In return, we're asking you to commit to helping ensure our success by giving as generously as you can and making your pledge today!

We're all working toward the same goal—when we work together, we will get it done.

Sincerely,

Rebecca Arce

Chair, Friends of Gardner

P.S. Join us at our first meeting of the year **Friday, August 21 at 8:30am** in the library. Dates for all of our fundraising events and upcoming meetings can be found on the enclosed calendar and at [www.gardnerstreetschool.org](http://www.gardnerstreetschool.org).



## **HOW WILL MY DONATION BE SPENT (& other Frequently Asked Questions)**

We all want our kids to receive an exceptional education and the programs below are a crucial part of the educational experience – **these programs would not be possible without your donation.**

**Music Program** – In twice weekly music lessons, students build musical knowledge by learning traditional skills like note reading, rhythm, and beat while engaging in movement and self-expression. Kids develop not only an appreciation for music, but social skills like self-discipline, concentration and perseverance. Our music teacher, whose salary is paid by FoG, also directs our wonderful winter and spring music concerts.

**Physical Education Program** – In addition to regular recess time with their classroom teacher, every child has P.E. with our Coach – whose salary is paid by FoG – twice a week. Fun and exciting activities that vary by grade level develop motor skills and hand-eye coordination while teaching teamwork and building confidence. A year end “Gardner Olympics” is a festive way to celebrate kids’ achievements.

**Art Studio Program** – Our dedicated art studio space provides a creative environment where students explore and grow. Weekly classes focus on a blend of creative expression and technical skill building. Students are encouraged to talk about their ideas and inspirations as they are exposed to a variety of techniques and media - all while gaining confidence in their own abilities – using materials and resources paid for by FoG.

**Farm to Fork Edible Garden Program** – Farm to Fork is open year round to all students in addition to being the site of a 12 week garden-based academic program paid for by FoG in which students learn to grow, harvest and prepare food. All lessons in the garden are developed to complement the kids’ studies in science, math, language arts and nutrition.

### **Why should I donate? Public school is supposed to be free.**

Unfortunately, public education in California has changed greatly since many of us attended school and the funding provided by the state is inadequate for the kinds of programs necessary to provide the well-balanced education we desire for our children. Schools are faced with a significant reduction in the resources used to provide a quality education, leaving it up to us parents to help fill in the gaps.

### **Why shouldn't I just switch to another school?**

All California public schools have been affected by the budget crisis. To maintain a quality education for their students, schools and school districts are relying on sources other than the state. Many high-performing public schools and charter schools in our immediate area ask for a \$1000-\$2000 per year/per student donation.

### **Why is this burden being put on parents – aren't there other ways to raise money?**

There is a group of parents hard at work reaching out to the community for donations and grants and we hope to raise funds from community members as well. However, budgets being what they are we must rely on both parents and the community.

### **I want to contribute but I can't pay it all at once. What should I do?**

We are completely flexible and can accommodate your financial situation. If you can't write a lump sum check, we are able to set up a payment schedule for the remaining months of the school year.



## **WAYS TO GIVE AND GET INVOLVED!**

### **GIVE TO OUR ANNUAL GIVING CAMPAIGN**

Our school relies on these funds to pay for the amazing music, garden, art and p.e. programs that our kids have on a weekly (or twice weekly!) basis. It's simple to set up a payment plan throughout the year. Please fill out the pledge form in this packet or pay securely online at [www.gardnerstreetschool.org/donate-now/](http://www.gardnerstreetschool.org/donate-now/).

### **GIVE AN EXTRA DONATION IF YOU CAN OR USE MATCHING FUNDS**

If you have the means to contribute more than the suggested amount it would be greatly appreciated and extremely helpful for families who may not be able to give as much. Some employers offer to match donations at no extra cost to you.

### **VOLUNTEER YOUR TIME TO OUR SCHOOL**

You can get involved with various committees on campus or help out on one of our beautification days. If you have an extra hour in the morning after drop off, or any other extra time, check in with your teacher to see if they need any extra help.

### **VOLUNTEER YOUR TIME TO OUR FUNDRAISING EVENTS**

There are key fundraisers throughout the year that depend on the work and dedication of our parents in order to be successful. These events are always a great way for parents and kids to come together and work as a community. If you have specific expertise or just want to lend a hand, let us know! Our major fundraisers are:

- Annual Giving Campaign
- Halloween Carnival
- Walk-a-thon
- Spring Carnival

### **SIGN UP FOR OUR "COMMUNITY CASH" MERCHANT REWARDS PROGRAMS**

You can earn money for our school when shopping at Ralphs, Target and on Amazon.com. Bring in Box Tops or sign up to receive fresh produce delivery through Farm Fresh to You – to find out more visit [gardnerstreetschool.org](http://gardnerstreetschool.org) and click "Get Involved".

### **USE YOUR CONNECTIONS**

Do you work with a vendor that can donate food or beverages to an event? Do you frequent a local business that would like to become a sponsor? Think about all the connections you have and reach out and see if they can help. Contact us if you have connections ready to help out.

### **BRING THE WHOLE FAMILY TO "BEAUTIFICATION DAYS" AND PITCH IN**

On a couple of days each year, we encourage all our families to come show our school some love. Whether you are digging in the garden or wielding a paintbrush, it's always fun when more people get involved.

### **COME TO SCHOOL MEETINGS, BACK TO SCHOOL NIGHTS AND OPEN HOUSE**

Attending meetings is important, it is an opportunity to hear directly from our Principal about our school. You can ask questions, voice your opinion and make suggestions on how to better our school.

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## **WAYS TO GIVE AND GET INVOLVED (cont.)**

### **GET OTHER PARENTS INVOLVED**

Talk about upcoming events, rally for people to attend or ask other people for help on a project you're leading. It's more fun when everyone helps out.

### **COME TO FAMILY DINNER NIGHTS**

Take a break from cooking - join other Gardner Street School families and eat, socialize and have fun. Participating restaurants will give a portion of these proceeds back to FoG – plus the kids always have fun!

### **FILL OUT THE ATTACHED PARENT VOLUNTEER FORM**

Take a minute to digest all of this information and remember that you don't have to do it all! The more people that pitch in, the easier it is for everyone. If you have any questions, don't hesitate to contact Rebecca Arce at [friendsofgardner@gmail.com](mailto:friendsofgardner@gmail.com).



## **GARDNER STREET SCHOOL AND FRIENDS OF GARDNER COMMITTEE DESCRIPTIONS**

Below are descriptions of our fundraising and school committees. Choose one (or more!) and get involved!

### **FOG FUNDRAISING COMMITTEES**

**Annual Giving Campaign** – This is our single largest fundraiser. We need help getting the message out and letting people know about the amazing programs paid for by this campaign. Much of the time spent working on this committee can be done off-campus.

**Dance Party** – We're kicking off our year of fundraising events with a brand new dance party. Help us plan the party or chaperone while our kids get down and have fun!

**Halloween Carnival** – A howling good time for kids and adults alike, this event comes to life when our families participate. Whether you have a talent for face painting, like leading crafts and manning game tables or just want to help out any way you can, sign up now!

**Book Fair** – Become a book seller for a day or come out and help us decorate in advance of this week long event.

**See's Candies** – Another new fundraiser for us, we're asking parents and students to work together to sell these perennial favorites just in time for the holidays. We'll need a crew of helpers to organize sales and distribution.

**Walk-a-thon** – This fundraiser focuses on fitness and fun. Students get sponsors and then walk a course through campus to raise money for our school. We need help organizing and publicizing the event and keeping track of sponsorships.

**Coin Drive** – This weeklong event is always a big hit with the kids. We need volunteers to spread the word and collect donations.

**Parents' Night Out** – We're switching up our usual Friday Night Flicks so that parents can drop their kids off at school for dinner and a movie and then enjoy an evening out. We'll need help coordinating and chaperoning these twice yearly events.

**Open House & Art Show** – This event is a big community builder for our school and we'll need help coordinating and selling refreshments.

**Legendary Bingo** – This fundraiser and social event rolled into one needs donations for gift baskets and auction items. Help us coordinate donations, put together baskets and promote the event.

**Year End Carnival** – A fun way to celebrate the year's achievements, our year end carnival needs volunteers to run games, lead crafts, sell food and staff other carnival related activities.

*(continued on other side)*

## **GARDNER STREET SCHOOL AND FRIENDS OF GARDNER COMMITTEE DESCRIPTIONS (cont.)**

**Charity Buzz** – We'll be working all of our entertainment, food, fashion, travel and sports connections to come up with awesome items for this online auction site. Help us manage promote and manage donations.

**Spirit Wear** – A fun and easy way to get involved. Sell t-shirts and other items with the Gardner Street School logo throughout the year.

**Sponsorship/Advertising** – There are so many businesses within our school boundaries. Help raise funds for the school by finding sponsors who will be recognized on fence banners and our website.

**Family Dinner Nights** – Work with restaurants to set up profit sharing events and promote them.

**Grant Writing** – Many organizations offers grants, so if you have experience writing grants or want to put your writing skills to the test this is the role for you.

**Community Cash** – Companies like Amazon, Ralphs and Target will donate a portion of sales to our school just for registering a club card. We also raise funds through the collection of Box Tops and the coordination of Farm Fresh to You, an organic produce delivery service. Help spread the word and register our school with even more companies.

### **SCHOOL COMMITTEES**

**Room Parents** – Room Parents are a highly valued, important liaison between FoG, teachers and the classroom parents. This is a fun and fulfilling way to stay connected to the Gardner community.

**Stop & Drop** – We need volunteers from 7:30am - 8:20am each morning to help run our morning drop off program and make sure that all of our kids stay safe. Be part of a rotating crew of helpers (or be a hero and help all year long)!

**Yearbook** – If you have an eye for graphic design or just want to help preserve memories of the school year, sign up now. We need help putting the yearbook together and managing sales.

**Visual Arts Committee / Art Studio** – We have an amazing Art Studio and we need your help staffing it. Once a week, you'll set out the materials, consult with the teacher to support the lesson and clean up. We'll also need volunteers to help prepping for our annual art show. Have a passion for the arts and ideas for additional activities? This is the committee for you!

**Garden Committee** – Help keep our edible garden and campus greenery looking great. Like cooking and introducing kids to new foods? We welcome your enthusiasm and new ideas you have for integrating our garden into the Gardner community.

**Music Committee** – Come out and help make sure our Winter and Spring Music Programs run smoothly. We need help herding kids, handing out programs and selling refreshments. Want to help think of new ways to enhance and expand our music program? Sign up now!

**Olympics Committee** – Help us staff and support the Gardner Olympics, our year end celebration of fitness and teamwork.

**General Volunteering** – Have a schedule that prevents you from making a firm commitment? Don't like to organize or delegate to others but want to help out where you can? We always need an extra hand around campus or at events, so please sign up!



## PARENT VOLUNTEER SIGN-UP

Parent volunteers are hugely important to the success of our school. Please take a look at the different ways to get involved and check off one or more committees that you feel suit your interests or experience. You'll be part of a larger team, so don't worry that you will be taking it all on yourself – you will have support!

*\*Note that items with an asterisk can mostly be worked on from home with a scheduled meeting every so often.*

Parent 1: \_\_\_\_\_

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

Parent 2: \_\_\_\_\_

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

Child's Name(s) & Room Number:  
\_\_\_\_\_

### FUNDRAISING

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Annual Giving      | <input type="checkbox"/> Charity Buzz             | <input type="checkbox"/> Visual Arts Committee/Art Studio |
| <input type="checkbox"/> Dance Party        | <input type="checkbox"/> Spirit Wear              | <input type="checkbox"/> Garden Committee                 |
| <input type="checkbox"/> Halloween Carnival | <input type="checkbox"/> Sponsorships/Advertising | <input type="checkbox"/> Music Committee                  |
| <input type="checkbox"/> Book Fair          | <input type="checkbox"/> Family Dinner Nights*    | <input type="checkbox"/> Olympics Committee               |
| <input type="checkbox"/> See's Candies      | <input type="checkbox"/> Grant Writing*           | <input type="checkbox"/> General Volunteering             |
| <input type="checkbox"/> Walk-a-thon        | <input type="checkbox"/> Community Cash*          |   |

### COMMUNICATIONS

- |   |  |
|---|--|
| <input type="checkbox"/> Coin Drive         | <input type="checkbox"/> Room Parents*   |
| <input type="checkbox"/> Parents' Night Out | <input type="checkbox"/> Graphic Design* |

### COMMUNITY

- |  |                                      |
|--|--------------------------------------|
| <input type="checkbox"/> Open House        | <input type="checkbox"/> Stop & Drop |
| <input type="checkbox"/> Legendary Bingo   | <input type="checkbox"/> Yearbook    |
| <input type="checkbox"/> Year End Carnival |                                      |