



Parent Service

2019-2020 School Year

Program Information (*keep for your records*)

We welcome the uniqueness that every family brings to Wingra. Active family involvement is an important part of your child's positive school experience and will enrich your own experience as a Wingra parent as well. Please complete this form, and return to **Wingra by Friday, August 9**. Please submit one form per family.

Three Options

There are three ways you can fulfill your service requirement to Wingra this year:

- 1. Leadership Role** This category is designed to include more involved roles that offer an opportunity to focus all of your attention on helping Wingra in one specific way. These roles include regularly scheduled meetings. **One** of these positions fulfills all of your parent service to Wingra.
- 2. Ongoing Support Roles** This category is designed as a more flexible option for parents looking to be involved in creative ways on an as needed basis. In a support role, you may be called upon at various times throughout the year, including tasks like harvesting vegetables from the school's garden, coordinating donations for a fundraiser, or serving as an ambassador for new or prospective families. You will be assigned up to **two** ongoing support roles.
- 3. Event Support Roles** This category is designed for parents who would like to set aside specific calendar dates up front for their volunteering. In an event support role, you will help organize a school-day or evening event, including set-up, teardown, or bringing supplies. You will be assigned up to **three** support roles.

We understand that sometimes family circumstances can be prohibitive. If you are unable to help via any of the roles listed above, please contact the school to discuss other possible service arrangements.

Service Assignment Process

We will make service assignments based on your requests and event/activity needs. You will get an email around the start of the school year to confirm your role(s). Then, as the date draws closer, a staff member or coordinator will contact you with more specific details.

Questions

Contact the school at 608-238-2525 or email elizabeth@wingraschool.org with your questions. Thank you!

Regular Participation for All Parents

In addition to the specific volunteer jobs that support our whole school, parents routinely help with the following tasks.

- Assist with the community potluck and graduation ceremony
- Chaperone and drive students to/from field trips.
- Participate in classroom activities.
- Provide classroom snack, as assigned.
- Share personal/professional expertise and interests.

Parent Service Descriptions

On the reverse, you'll find a brief description of each role, event, and activity for the coming school year.

Leadership Support

- **Advancement Board Committee** Work on development, retention, and fundraising with this board committee.
- **Art Support** Share your love of art by working with our art teacher during art class and/or with other special projects.
- **Building & Grounds Board Committee** Work on building and grounds improvement plans with this board committee.
- **Classroom Representative** Serve as a parent ambassador to the classroom community and to families new to Wingra. You'll also assist classroom teachers with notifying families of (rare) emergency closings.
- **Current Board Member** Choose this option if you are already on the Board of Trustees.
- **Library Support** Share your love of literature by working with our librarian during class and/or help with other special projects.
- **Lunch Help** Serve food, and clean up during lunch twice per month on Thursdays or Fridays.
- **Wingra Family Association (WFA) Executive Committee** Choose this option if you are already on the WFA EC.

Ongoing Support

- **Fundraisers** Distribute orders, make phone calls, solicit sponsors, and offer other support for one-time fundraisers.
- **Garden & Grounds** Get your hands in the dirt! Help beautify our grounds with others passionate about outdoor learning.
- **Mailings** Help fold and stuff mailings.
- **Prospective Parents & Bridging** Serve as an informative contact, helping other parents new to your child's level or Wingra School get answers to their questions.
- **Wingra Family Association** Attend monthly meetings when possible, assist with evening events, provide snacks, or offer support as needed throughout the year.

Event Support

- **Picture Day** (Friday in Fall): Bring students to get their photos taken, and supervise them while they wait.
- **Unity Day & Family Picnic** (Monday, October 14): Support staff setting up for and cleaning up after the event.
- **Spirit Day & Family Dance** (Friday, October 25): Help with setup, supervision, and cleanup.
- **Open Houses** (Saturday, December 17 & Thursday, January 30) – Two dates. You may sign up for just one, or both! Welcome visitors, share stories, answer questions, and bring snacks.
- **Winter Concert & Solstice** (Thursday, December 19): Support staff setting up for and cleaning up after the event.
- **Solo & Ensemble Concert** (Wednesday, March 25): Help with setup, supervision, and cleanup.
- **Parent Follies** (Friday in Spring): Recruit acts, coordinate, and host the performance.
- **Outdoor Day** (Day in May): Join us to support our all-day Outdoor Day. Morning, afternoon, and full-day shifts available.
- **Fun Day** (Day in May or June): Help with setup, cleanup, and/or run one of the indoor or outdoor activities.
- **Graduation** (Thursday, June 4): Help set up for the picnic and graduation, run errands, and/or clean up afterward



Parent Service

2019-2020 School Year – 1 per family
Sign up and return to Wingra

Child(ren)'s Name(s): _____

Parent/Guardian: _____ Parent/Guardian: _____

Email: _____ Email: _____

Skills/Interests: _____ Skills/Interests: _____

Option 1: Leadership Support

Please choose all of interest to you; you will be assigned *only one* role. Parents who serve in any of the following ways fulfill their parent service for the entire year.

- | | |
|---|--|
| <input type="checkbox"/> Advancement Board Committee | <input type="checkbox"/> Current Board Member |
| <input type="checkbox"/> Art Support | <input type="checkbox"/> Library Support |
| <input type="checkbox"/> Building and Grounds Board Committee | <input type="checkbox"/> Lunch Help (Thursdays and/or Fridays) |
| <input type="checkbox"/> Classroom Representative | <input type="checkbox"/> Wingra Family Association Executive Committee |

Option 2: Ongoing Support

Please choose all of interest to you; you will be assigned up to *two* roles.

- Fundraisers
- Garden and Grounds
- Mailings
- Prospective Parents & Bridging
- Wingra Family Association

Option 3: Event Support

Please choose *at least three* events that interest you and fit in your schedule. You will be assigned *up to three* events.

- Picture Day (Friday in Fall)
- Unity Day & Family Picnic (Monday, October 14)
- Spirit Day & Family Dance (Friday, October 25)
- Open House (Saturday, December 7)
- Winter Concert & Solstice (Thursday, December 19)
- Open House (Thursday, January 30)
- Solo & Ensemble Concert (Wednesday, Mar 25)
- Parent Follies (Friday in Spring)
- Outdoor Day (Day in May)
- Fun Day (Day in May or June)
- Graduation (Thursday, June 4)