

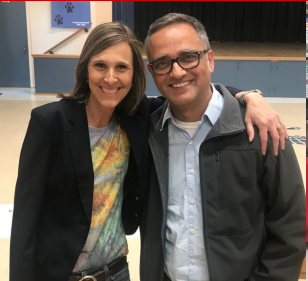
Volunteer Orientation



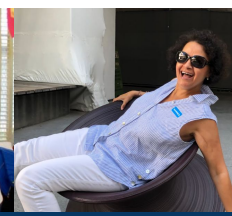
WISH

A WHOLE SCHOLAR APPROACH TO EDUCATION

TK-8 - WISH Community & 9-12 WISH Academy High School



WISH happens because of you!
 Thank you for being here!
 We know that everything
 is
possible and amazing
 for the entire WISH family because of **you!**



Family Partnerships is a core tenet of WISH

Family Partnerships: *The WISH Community Association (WCA) is comprised of parents, students, teachers, staff members, and community members. Working together, we have built an incredible public school that is responsive to each student we serve. Volunteers are central to the success of WISH. The partnerships built with families have led to a rich and nurturing environment for children.*

Classroom Volunteers, In-Class Support, and Student After School Program Volunteering Requirements

Submit Negative TB Verification. School policy requires volunteers to submit medical documentation confirming that they have not been exposed to tuberculosis at least every four years. Please obtain a TB skin test form from the school office or your doctor's office, get tested, and then return the form to the office when you receive negative TB results. Your form will be kept on file in the school office.

Provide Proof of Automobile Insurance. A completed automobile insurance form and copy of your driver's license must be on file in the office prior to **driving on a field trip**. A new form must be completed and filed each academic year. Completed forms will be kept in the school office.

Provide Negative COVID test: While, weekly testing for COVID 19 is in place for faculty and staff, all volunteers will also participate at the same cadence of testing

Provide Department of Justice Clearance: If you are volunteering on campus on a recurring basis you must submit a cleared DOJ form

Sign in at the Office and get a *Visitor's Sticker* before beginning your work in the classroom or on the campus. This is required for safety purposes in case of any emergency on campus, and also helps the school keep track of the number of hours parents volunteer at the school, which is required when the school applies for awards and grants.

Guidelines for Volunteers

- Set a Good example.
- Be responsible for the safety of our students.
- Be prompt, professional.
- Please be courteous and follow the rules (including signing in and out at the office desk).
- Volunteering is a commitment – please find a replacement if you can't come in. The classroom's schedule is built upon your attendance.
- Please stay home if you are sick.
- Make alternate arrangements for siblings when volunteering in the classroom.
- Help us recruit other parents by talking about the positive experiences you've had.
- Please be constructive with your thoughts and suggestions and give them to the teacher only when it is appropriate.
- Confidentiality – Any communication with, or information about, individual students (including their performance or actions in class) must be kept strictly confidential. Do not discuss individual students with anyone other than the child's teacher or the administration. Do not ask about other students. Please understand that the teacher or the principal may not be able to answer any questions because of confidentiality, and this is to be respected. Breaching confidentiality can be hurtful to children, their families and the staff. Respect for confidentiality is of a vital importance to the trust we wish to build within our community and one of your most important responsibilities as a volunteer.
- Students are never to be left unsupervised by a certificated teacher, according to school policy. For your understanding and the students' protection, all student activities must be supervised, and no student is allowed inside the classroom alone.
- Any conflict or discipline issues need to be brought up with the supervising teacher of that activity immediately and discreetly.

Ways to volunteer on Campus

Elementary School	Middle School	High School
Morning Valet	Morning Valet	Morning Valet
Recess Supervision	Afternoon Valet	Lunch Distribution
Lunch Distribution	Lunch Distribution	Afternoon Valet
Lunch Supervision	Lunch Supervision	Share about your profession
Afternoon Valet	Gardening / Flower Boxes	School Site Council
Centers in classrooms	Tuesday Morning Covid Testing	WCA Liaison
Read with a child, Library Book Check	Support in the main office	Individual tutor sessions in specialized subject areas
Make Copies/check in work		Support in the main office

(Coming Soon- Date- TBD)

Ways to help your classroom teachers from home

Elementary School	Middle School	High School
Email your teachers and ask how you can be helpful as a volunteer	<i>Email your child's teachers and ask how you can be helpful as a volunteer.</i>	Email your teachers and ask how you can be helpful as a volunteer
Sharpen pencils	<ul style="list-style-type: none"> ● Make copies 	Organize special presentations
Cut out materials	<ul style="list-style-type: none"> ● Organize Field Trips 	Support with Exhibitions
Organize field trips; special presentations	<ul style="list-style-type: none"> ● Organize materials 	Support with online tours, zooms, etc
Be a classroom communicator on Bloomz, FB	<ul style="list-style-type: none"> ● Organize materials for a project 	Organize materials for a project
Be an editor/give feedback on classroom communications from the teachers	<ul style="list-style-type: none"> ● Pick up materials (balloons, folders, etc) for orientation, tours, events 	Pick up materials (balloons, folders, etc) for orientation, tours, events
Organize materials for a project	<ul style="list-style-type: none"> ● Help organize field trips, social events, 	Help organize field trips, social events,

WISH Community Association

The WISH Community Association (WCA) is the fundraising and community building organization at WISH. All parents of students at the school are members of the WCA, and the WCA welcomes involvement of any and all school community members. Without the support of WISH families, the WCA could not afford to fund class size reduction, physical education, computers and technology instruction, music, art and the many other extras that enhance our school.

The WCA is organized and run by parent volunteers who raise funds and coordinate many of the exciting opportunities for our children. Donations to the WCA go directly to WISH Charter, and are tax deductible as a non-profit 501(c) (3) organization.

The WCA's mission is to enrich the WISH school experience. Specifically, the objectives of the many parent volunteers at our school are to:

1. Work with the teachers to supplement the core academic program and to integrate enrichment activities (such as the Library and Garden)
2. Organize volunteers to serve as Room Parents, Parent Liaisons and to assist with hot lunch or other needs
3. Support the school and its students by organizing events that enrich our children's education and enhance the sense of school community.
4. Raise funds for the school and its Arts, Music, Physical Education and Technology programs.

We encourage you to attend WCA meetings to learn more about the WCA in general, to raise and/or discuss pending matters, as well as participate in volunteer opportunities.

WCA Volunteer Opportunities

Family partnerships have helped our schools thrive and as we enter our 12th year we look forward to even more exciting opportunities to build and grow our TK-12 programs together.

If you'd like to learn more about the many opportunities to be involved please scan the QR code below or visit

www.wishcharter.org/volunteer



WCA Volunteer Opportunities

The WCA Leadership team is here to help! We have liaisons for each grade level that are eager to answer any questions you may have.

If you would like to join the WCA leadership team or the School Site Councils please let us know!

Natalie Baxter	nataliebaxter@mac.com	K
Alyssa Bost	akrbost@gmail.com	1st
Kamilah Bell	kamilahbell@gmail.com	2nd
Erica Kopmar	ekopmar@gmail.com	1st/3rd
Amanda Mattocks	mattocks11@gmail.com	4th
Melissa Remer	melissaremer@gmail.com	TK/K/2nd/5th
Melanie Goldstein	mgolds13@gmail.com	6th/10th
Jenifer Scott	jbonisteel@gmail.com	2nd/7th
Christy Skura	cskura@sbcglobal.net	7th
Eddie Ordubegian	eddie.ordubegian@gmail.com	3rd/7th/8th
Ann-Marie Hobbs	ahobbs@windwardschool.org	5th/9th
Amy Washburn	amykwashburn@gmail.com	6th/10th
Patti Scott	patti@scottml.com	7th/10th
Eve Keller	evewkeller@gmail.com	8th/11th
Raj Makwana	rkmakwana@gmail.com	11th/12th

SSC Committee Volunteer Opportunities

The SSC Committees need you!
We need representatives for each committee. Do you have a passion that you would like to help with?

If you would like to join the WCA leadership team or the School Site Councils please let us know!

1. English Language Advisory Committee (ELAC/LAT)

2. GATE/High Achieving Advisory Committee

3. Special Education Advisory Committee (MCD)

4. Culture and Climate Committee

In summary, to volunteer, please complete the following steps!

1. [Review the Volunteer Handbook](#)
2. Sign up for a committee, email the WCA co-presidents, or reach out to your child's teacher directly to see how you can volunteer!
3. Turn in the required documents to volunteer on campus
 - a. Valid TB test (conducted with the last year)
 - b. Weekly Negative COVID test
 - c. DOJ Clearance (for recurring volunteers, such as weekly centers volunteer)
4. Sign the [Volunteer Training Completion Form](#)

Thank you!

