

# CURRICULUM NIGHT



## Whittier Virtual Open House - Wednesday, September 16, 2020

Please join us for the Whittier Curriculum Night on Wednesday, September 16<sup>th</sup>: During our Curriculum Night, you will have the opportunity to hear about the various learning experiences we have planned this year. Additionally, I highly recommend you visit our Library, Music, Art, PE, and Spanish teachers from 7 - 7:30 pm. We have an amazing fine arts team that would love to share their curriculum and programming information with you! Being virtual, the curriculum night format will not lend itself to a Q and A session. Therefore, in preparation for our curriculum night, we are reaching out proactively to seek any questions you have so we can ensure we are addressing them during our curriculum night presentations. If you have any questions, please submit this form prior to Monday, September 14<sup>th</sup> so that we may include the answers in our presentation. Here is the [link](#) to the form.

### Curriculum Night Schedule (Zoom Links TBD):

- **Leadership Team Welcoming Presentation:** 6 pm to 6:30 pm,
- **K-2 Classroom Teachers' Presentation:** 6:30 pm to 7:00 pm,
  - **Special Teachers' Presentation :** 7:00 pm - 7:30 pm
- **3rd-5th Classroom Teachers' Presentation:** 7:30 pm-8:00 pm.

**Whittier  
Elementary**



**Where You  
Belong!**



# Whittier Wildcat Buddy Program For Families

We are so proud Whittier is a place we all belong, even while apart.

Whittier PTO would like to ease the transition for our new families—kindergarten and other grades—and create a supportive environment for all our incoming Wildcats.

This year, we're introducing the Whittier Wildcat Family Buddy Program!

We would love you to volunteer to be a veteran Buddy Family.

## What is a veteran Buddy Family?

A veteran Buddy Family is a current family with a child in any grade who acts as a welcoming and invaluable resource for a new Whittier family as they get settled in.

These community connections will be ongoing, but especially important as we navigate a new year...and a remote learning trimester. We would love to have you volunteer!

## How do I get involved?

If you would like to act as a veteran Buddy Family for an incoming Whittier Family, please email **Julie Burwell** ([burwell.julie@gmail.com](mailto:burwell.julie@gmail.com)) or **Kristen Hollinden** ([kristenhollinden@gmail.com](mailto:kristenhollinden@gmail.com)). Stay tuned, we'll connect families as quickly as possible!

Buddy Families should support new families while following all recommended social distancing guidelines.

# WHITTIER PTO

## 2020-2021 Vacant Leadership Roles

### CO-PRESIDENT

**DESCRIPTION OF ROLE** | Preside at all meetings of the PTO and Executive Board. Be the official representative at monthly Coordinating Council meetings. Approve all newsletters, flyers, or notices and have approval by Principal prior to distribution.

**EXAMPLE OF DUTIES** | Plan and run monthly PTO meetings. Work w/Chairs & leadership when needed. Regularly check PTO mailbox for mail and follow up accordingly. Help in making decision in regards to PTO. Write PTO updates for the Greenleaf. Attend PTO Council meetings.

**LEVEL OF COMMITMENT** | 1-2 hours per week (average)

---

### CO – VP FUNDRAISING

**DESCRIPTION OF ROLE** | Oversee fundraising efforts/events. Work with event chairs and at times chair events yourself if needed.

**EXAMPLE OF DUTIES** | Annual Trivia Night, Silent Auction, Provide support for Fun Fair and Fun Run

**LEVEL OF COMMITMENT** | 20 total hours to plan each major event

## CO – CHAIR FUN FAIR

**DESCRIPTION OF ROLE** | Coordinate Fun Fair carnival games and activities during the Spring Season. Work with school and PTO to select a date typically the first or second Saturday in March.

**EXAMPLE OF DUTIES** | Work with Carnival company to obtain and review the contract for rented carnival games. Bulk of work begins in January and includes, marketing, recruiting volunteers, advanced ticket sales, determining food and beverage organizer. A timeline of tasks is clearly laid out and will be forwarded to Co-chairs of this event.

**LEVEL OF COMMITMENT** | 20 total hours (including event itself)

---

## CO – PARENT ENGAGEMENT

**DESCRIPTION OF ROLE** | The Co-VPs of Parent Engagement work closely with one another in coming up with ways to keep all families engaged at Whittier in an inclusive way. The Co-Vps of Parent Engagement are responsible for identifying new ways to engage families at Whittier such as monthly coffee meetups and other social events. Parent Engagement also includes partnering with the VPs of fundraising and representing the committee at PTO leadership meetings.

**EXAMPLE OF DUTIES** | The Co-Vps of Parent Engagement are responsible for identifying new ways to engage families at Whittier such as monthly coffee meetups and other social events. Parent Engagement also includes partnering with the VPs of fundraising and representing the committee at PTO leadership meetings.

**LEVEL OF COMMITMENT** | 0.5 Hours per week

---

## CO – CHAIR TRIVIA NIGHT

### DESCRIPTION OF ROLE

Aid in coordination of activities for Trivia Night. Event takes place in January.

### EXAMPLE OF DUTIES

Organize trivia night logistics: securing venue, MC, create committees for compiling trivia, securing volunteers for the event (set-up, spotters, check-in, drink tickets, clean-up), decide on decor theme and purchase necessary items, work w graphic designer volunteer to create signage, PowerPoint slides for trivia, and marketing leading up to event. Solicit 3-4 LIVE auction donations for LIVE AUCTION portion of evening.

### LEVEL OF COMMITMENT

1-3 hours a week until closer to the event.

---

## FUN RUN CHAIR

### DESCRIPTION OF ROLE

The chairman for this event is responsible for managing all aspects of the overall event and working with school/PTO leadership.

### EXAMPLE OF DUTIES

- Recruiting committee members and determining their duties
- Creating/Tracking the committee budget to achieve overall PTO goals
- Leading committee members to ensure the timeline, due dates, goals/tasks are all being met

**LEVEL OF  
COMMITMENT**

Early planning is needed for the success of this event. The chairman for this event is responsible for managing all aspects of the overall event and working with school/PTO leadership.

## SERVICE DAY CHAIR

**DESCRIPTION OF  
ROLE**

Aid in coordination of activities to clean/arrange landscape at Whittier. Service Day - usually first Saturday in May.

**EXAMPLE OF DUTIES**

Work with school and PTO to select a date - usually a Sat or Sun morning, from 9-1pm. Create emails, posters and Sign Up Genius to solicit volunteers. Call landscapers to get prices on mulch - McAdam and 1-2 others, and arrange delivery (usually front of school). Work with Green Team garden chairs to solicit compost from the Village CompostAbles program and arrange delivery. On the day of the event, make sure volunteers weed, edge, spread compost and mulch, then power wash for cleanup. Volunteers bring wheelbarrows, tools and power washers. Arrange for the school to be open that morning.

**LEVEL OF  
COMMITMENT**

1-3 hours a week until closer to the event. 10 total hours commitment.

---