



Hollywood Academy of Arts & Science
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www.hollywoodcharter.org

To: HAAS Parents
From: Ms. Louis-Charles, Volunteer Coordinator
CC: Ms. Fulton, Principal
Date: 3/5/2010
Re: *March and April Volunteer Opportunities*

Listed below are the upcoming *March* and *April* volunteer opportunities:



- **PTO MEETING:** *Tuesday, March 16, 2010* at 6:30 p.m. Sign in to earn **2 hours** for members and **1 hour** for non-members.
- **SAC MEETING:** *Tuesday, March 23, 2010* at 3:30 p.m. Sign in to earn **2 hours** for attending.

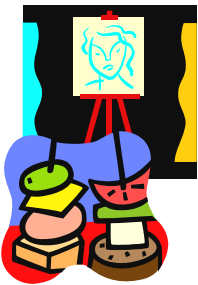


- **KINDERGARTEN GRADUATION PICTURES:** *Wednesday, April 7, 2010* parent volunteers are needed to assist Kindergarten teachers to monitor students while pictures are being taken.
- **ART EXHIBITION @ Arts PARK:** *Thursday, April 8, 2010* 6:00 p.m. to 7:30 p.m. Parents can earn **1 volunteer hour** by attending this event. Additional hours can be earned by assisting in the following ways:

- ☞ Volunteers are needed to assist during set-up/ breakdown.
- ☞ Volunteers will be stationed at entrances, and food/beverage tables

*Non- Volunteer Parents will receive **1 hour** for attending.*

Donations needed: cookies (non-chocolate and Peanut Free), cheese cubes, finger food platters or Publix/ Target gift cards. Please contact Ms. Fine (Art Teacher) at hfine@hollywoodcharter.org or Ms. Louis- Charles at louis-charles@hollywoodcharter.org or call the main office at 954-925-6404 to leave a message if you are interested in volunteering.



- **ANNUAL ART INVENTORY:** *Volunteers are needed ASAP* to assist Ms. Fine with inventory. Please email Ms. Fine at hfine@hollywoodcharter.org if you would like to assist.



- **FIELD DAY:** *Field Day will be held on April 15 for Grades K-4 and on April 16 for Grades 5-8.* Volunteers are needed to assist teachers in order to ensure the safety of all students while participating in outside activities. Volunteer hours will also be given to parents for donating Publix or Target gift cards to purchase small bottled water, ice, fruit, individually packaged snacks (no nuts please), paper cups and bowls for this event. Coach Chesney is also looking for canopies for shade, portable tables, and coolers. **(Please remember to submit your receipt with a completed volunteer form located at the first floor in the bins by the front door.** Please contact Ms. Louis-Charles or Coach Chesney for more details.



Turn over for important information



PARENT VOLUNTEER HOUR OBLIGATION:

- **1 student** attending HAAS = **20 volunteer hours**
- **2 or more** students attending = **30 volunteer hours**
- **1/2 of your required volunteer hours must be met no later than January 15, 2010** or your re-commit for the 2010-2011 school year will not be processed.
- **Parents of K-7th graders, your total required hours must be completed by May 21, 2010.** If your total required hours are not fulfilled by this date your child will lose his/her seat for 2010-2011 school year.
- **Parents of 8th graders are required to complete their obligation no later than April 30, 2010** or your child will not participate in the end of the year 8th grade activities (dance, field trips, TY Park picnic, etc.)



TO RECEIVE VOLUNTEER HOURS YOU MUST:

- Fill out a Volunteer Record sheet located at 1st floor front desk when assisting in classrooms, clinic or cafeteria.
- Provide a receipt along with a completed donation form to be verified and signed by the teacher or school staff member.
- When participating in school events (Book Fair, Fall Field Day, etc.) or attending meetings (PTO and SAC) you must sign in.
- All volunteers must be scheduled by appointment with a teacher or staff member prior to volunteering. It is not the school's or teacher's obligation to find work for volunteers who have not scheduled their time.

If you have any questions please call Ms. Louis-Charles, Volunteer Coordinator, at 954-925-6404 or email her at tlouischarles@hollywoodcharter.org. Thank you for your attention to this very important matter. We look forward to assisting all families with meeting their volunteer obligation.