

FARMS INTERMEDIATE SCHOOL

PARENT TEACHER ORGANIZATION (PTO)

Dear Parents,

Welcome to Farms Intermediate School. Below you will find information regarding the PTO. Please take the time to review this information and consider where you can offer your support. Complete a PTO Volunteer Form and return it to the school office as soon as possible. There are a variety of areas in which your help would be greatly appreciated.

PTO BOARD MEMBERS: At Farms Intermediate, parents are encouraged to become Board Members and active participants in the PTO. *Nominations and voting take place at the June general meeting. Yearly board positions to be filled are President, Vice President, Secretary, Publicity, and Treasurer.*

PTO MEETINGS: PTO meetings are held the second Tuesday of the month in the Media Center.

PTO COMMUNICATION: PTO happenings and updates may be found on the PTO bulletin board located near the school office and on Farms Intermediate website (www.hartlandschools.us).

GENERAL: Assist the office or with teacher's projects. Can be during school or at home.

PICTURE DAY: Assist with classes and photographer for the Fall and Spring pictures.

YEARBOOK: Occurs sporadically, coordinating with picture day. Deadline is end of March. Volunteers are needed to help with group picture day, collection of candid photos, cut and paste pictures for page layouts.

FUNDRAISER: All PTO programs, bussing for field trips, various school activities rely on the success of our ability to finance them through our fundraisers. Volunteers are needed in various aspects to help make our fundraising a success!

TURKEY TROT: Occurs in November before Thanksgiving Break. Exercise/Obstacle Course set-up on the back field at Farms (weather permitting) or school gym. Children rest in the gym with a disc jockey and refreshments set-up and served by volunteers. This is a lot of fun for everyone!

SUPER STAR EVENT: Occurs in November. This is a fall carnival event for all children in appreciation for all their hard work with the fall fundraiser. Participation is school-wide. Volunteers are needed to run games, inflatable rides and serve refreshments.

HOLIDAY SHOP: Occurs in December, before Christmas break. This is an event the children are able to enjoy with independence and the element of surprise as they buy gifts for family and friends. The PTO earns 50% profit. Volunteers are needed to help inventory items before, during, and after sale times.

BOOK FAIR: Fall and/or Spring. This is a service to our children that supports the Media Center. New books are purchased for our children from these profits. “Reading is our motto!” Volunteers are needed to help set-up, maintain and take down the book fair items.

TEACHER/STAFF APPRECIATION WEEK: Occurs the 1st full week in May. This is a time when we show our appreciation to our teachers and school staff for all their hard work and for all the wonderful learning experiences our children have gained. Creative gifts, breakfast, and a luncheon are a few of the activities. Volunteers and bakers are needed to make this event a success.

BOX TOPS, CAMPBELL SOUP LABELS: Trimming and organizing all collected items throughout the school year.

SPIRIT STORE: All year. During lunch time (12:00–1:45). The store provides items for children to buy at nominal prices. Some of the “fun” items include; pencils, erasers, pens, highlighters, key chains, and occasionally special seasonal items. Volunteers are needed to run the store.

LIBRARY: Assist our Media Specialist with various duties such as; shelving books, making copies or whatever else might be needed that day.

COPY PARENT: Making copies for teachers.

POPCORN DAY: All year. During lunch time (12:00–1:45). Make and sell popcorn.