



Edison Elementary

Parent Leadership Opportunities 2015/16

Edison relies on extensive parent involvement to help broaden and support our children's education. It is part of what drew us to this school. It is what enables us to support the basics – things like math and literacy instruction, playground safety, and administrative help. And it enables us to provide the “extras” – things like Meet the Masters, artists in residence, yoga, Oregon Battle of the Books, Edison Community Celebration, Café Alva Talent Show...the list goes on.

We need leaders – especially parents of children in the younger grades – to carry the spirit of volunteerism and community engagement forward. Below and on the back are descriptions of open positions on Site Council, Parent Council, and events or activities that need coordinators. If you would like to find out more, please see the contact information associated with each position. Thank you in advance for considering taking a leadership role – getting involved is less work, and more fun, than you may think!

SITE COUNCIL

Edison Site Council is the governing body of our school. Members include the principal, four teachers, two support staff, and two elected parent representatives. The Site Council meets once a month to discuss decision points involving budget, the school calendar, and many other topics pertaining to the business of the school. Parent Site Council reps serve staggered two-year terms. If you are interested in learning more, please contact Chris Miller (info@cmiller.org) or Sarah Campbell (stoweandsarah@gmail.com).

Site Council Representative (Position 1) *Status: CI** *Hours: 6-8 per month* *Term: 2 years*

Represents the Edison parent community in their voting on the Site Council and gives a monthly report at each Parent Council meeting. Two meetings per month: monthly Site Council meeting, monthly Parent Council meeting.

Site Council Representative (Position 2) *Status: CI** *Hours: 6-8 per month* *Term: 2 years*

Represents the Edison parent community in their voting on the Site Council and gives a monthly report at each Parent Council meeting. Two meetings per month: monthly Site Council meeting, monthly Parent Council meeting.

PARENT COUNCIL

Parent Council is the body that oversees the volunteer-led activities at Edison, including fundraisers, community activities, and classroom support. Participation is open to any Edison parent or caregiver. The Executive Committee, made up of the president, vice president, secretary, treasurer and volunteer coordinator, leads the Parent Council. The Executive Committee attends the monthly Parent Council meeting and twice-monthly Exec Comm meetings. The general and specific expectations of the officers are described below. If you are interested in learning more, please contact Mimi Kato (mmkato@uoregon.edu) or Kari Parsons (parsons.kari@gmail.com).

President *Status: Filled* *Hours: 3-5 per week* *Term: 1 year (previous VP)*

Oversees Parent Council activities and volunteers, sets meeting agendas in consultation with Exec Comm and principal, leads monthly Parent Council meetings, tracks calendar of all parent-led events, recruits and works with event coordinators and Parent Council officers, and acts as ambassador of Edison parent community.

Vice President *Status: Open* *Hours: 2-4 per week* *Term: 1 year (becoming Prez following year)*

As the president-in-training, the VP works in partnership with President. Aids in agenda setting, tracking calendar of parent-led events, and recruitment of event coordinators and Parent Council officers. Leads Parent Council meetings when President is absent, serves as eNews team leader (and sends eNews once per month), and acts as ambassador of the parent community.

Secretary *Status: Open* *Hours: 1-3 per week* *Term: 1 year*

Responsible for Parent Council meeting logistics, such as the snack calendar, attendance sheets, and childcare. Takes minutes (or arranges for minutes to be taken). Sends eNews once/month. Maintains the Parent Council bulletin board.

Treasurer *Status: Filled* *Hours: 0-2 per week* *Term: 1 year*

Works with President and Vice President to develop and implement the fundraising plan, tracks parent generated funds raised and expended, helps recruit fundraising event coordinators, aids President/VP in oversight of fundraising event coordinators.

Room Parent & Volunteer Coordinator *Status: Open* *Hours: 1-2 per week* *Term: 1 year*

Works with teachers to recruit room parents for each classroom. When needed, works with officers and event coordinators to solicit volunteer assistance. Aids in recruitment of event coordinators.

EVENT & ACTIVITY COORDINATORS 2015/16

If you are interested in any of the following events or activities, or you have an interest in starting something new, please contact Mimi Kato (mmkato@uoregon.edu) or Kari Parsons (parsons.kari@gmail.com).

COMMUNITY BUILDING & ENRICHMENT	COMMUNICATION	FUNDRAISING
Staff Appreciation Luncheons & Teacher Appreciation Week (Maggie McCart)	Room Parents (Open – 1-2 per classroom)	Team eNews (Vice President, Secretary, Open/TBD, Open/TBD)
Welcome Committee/ Back to School Picnic (Audrey Betenson)	OBOB (Katie Westerman)	Chalkboard (TBD)
Project Fair (Kari Primo-Liddy, Deb Rosenthal)	Ocean Week (Mandy Beall; shadow/future leader: Open)	Website (Susan Spence)
Café Alva Talent Show (Bobby Stevens, Heidi Zola)	Winter Sing (Andria Martin/Music Teacher)	Student Directory (Tammy Young)
Kids' Carnival (Katie Westerman)	Meet the Masters (Elaine Lawson)	Twitter (Open)
Garden (Heidi Holcomb)	5 th Grade Celebration (Open)	Photographer (Open)
Health/Dental Screenings (Cathy Rasmussen)	Time of Sharing Food Drive (Kari Primo-Liddy)	Facebook (Andria Martin/Cathy Rasmussen)
Cafeteria Liaison (Heather Robershaw)	Extended Learning Liaison (Tricia Berg)	Toucan Times (Edison Newspaper) (Open)
	Library Committee Coordinator (TBD)	
		Direct Drive (Trevor Betenson, Kari Parsons)
		eScrip (Kari Parsons)
		Fall Fundraiser (Coffee: Jen Thoennes)
		Spring Fundraiser/Auction (Jennifer Ensminger, co/future leader: Open)
		Jog-a-thon (Tasha Hennings)
		T-Shirts (Trevor Betenson)
		Eat Outs (Ask Paula)
		Reading Olympics (Tammy Young)
		Box Tops (Susan Spence)