

ABC's & 123's of Scanlan Oaks

2 Hour Power Pledge Program- We've started using a program called 2 Hour Power that emphasizes that all help, any help makes a huge difference for schools. The research is so clear – kids at schools with a broad base of involved parents perform markedly better on all kinds of key school measures. **We'd love your 2 Hours, and –Really! We promise – there is no obligation beyond helping out in this small, but important way.** If you'd like to do more – great, but we know that's not a fit for everyone.

100 Days- Students celebrate the 100th day of school (in January) with art and educational activities in the classroom. Activities vary by grade. This year, the 100th day is TBD.

Birthdays for Students- Students may celebrate their birthdays at school by appearing on the morning news. As well, students may bring in store bought birthday cookies or cupcakes (teacher preference) for the class. Please check with your teacher for any student allergies.

Book Fair- Scholastic Books' fundraiser organized by the librarian. The dates for this year's Book Fairs are TBD. Flyers will be sent home a few weeks prior for Volunteer sign-up. All profits go directly back into the library.

Box Tops for Education- Students can bring in Box Tops throughout the year to raise money for the school and to compete for grade-level prizes. Please visit the website, become a member and find box top products and contest. www.boxtops4education.com. Volunteers are needed to:

- Count Box Tops at the end of each month for the monthly contest between grade levels. This is something that can be done at home.
- Make reminder flyers to send home with students.
- Mail the labels to the companies for school credit and track on Box Tops website.
- Keep track of Box Top promotions on the applicable grocery store websites.

Butterfly Garden- An educational area/outdoor classroom located behind the 5th grade buildings. Volunteers are needed to maintain the butterfly garden. No gardening knowledge required.

Class Auction Item- During the fall, each class is asked to come up with either a themed basket, project or family outing to donate to the Reindeer Run auction. The class room parent will coordinate the collection, assembly and decoration of the item. Classes who meet this deadline will be entered for a chance to win a \$250 gift card for the Spring Book Fair. The gift card will be awarded to the teacher and she/he will purchase books for the class. **REMEMBER!!!** Use the collective creativity, skills and connections of your class to come up with your auction item.

Dads' Club- Dads and other significant male figures who participate in special "He and Me" events, read before school, and offer "muscle" work when needed.

Dads & Donuts- Students can bring their dads (or stand-in dads) to school and enjoy donuts with them before school starts. Volunteer positions include:

- Committee Chair (Work directly with the Staff Appreciation Chairs to organize the committee, develop program and run event. Will provide report status/progress updates monthly to PTO Staff Appreciation Chairs.)
- Event volunteers (Work with Committee Chair to acquire supplies and work event.)

Destination Imagination- Destination ImagiNation is a creative problem solving competition for students K-12. Teams of 5 to 7 students, coached by volunteer parents, select one of five

challenges and create a solution to present at the regional tournament in February. The Fort Bend ISD Gifted & Talented Program provides training and support for parent volunteers and pays all registration fees. Students do not have to be identified as gifted and talented to participate. We need volunteers to promote this opportunity so that students are aware of it and register, and we need parent volunteers to serve as coaches. Visit www.destinationimagination.org for more information.

Dinner Nights- Once a month, select area restaurants donate a percentage of their sales to our school. Support our school and plan to dine in or take out with these establishments on those evenings!

Directory Ads- The PTO sells ad space in our annual school directory for your business or service. Costs for ads are as follows: 1/3 pg \$35, 1/2 pg \$60, full pg \$100. Visit soepto.org for more information.

E-Newsletter "Tuesday Newsday"- Weekly e-communication highlighting special events and news for the upcoming school week. To receive e-communications from the SOE PTO, sign up for our distribution list at soepto.org. News is submitted the school administration, grade-level team leaders, and other school staff, along with articles written by the PTO board members.

Equations League- Volunteers run this after school math "club" for selected 4th and 5th graders. Parents are needed (even if you are not a math whiz☺) to help with the meetings. This program is overseen by our PTO Educational Enrichment Coordinators.

Expressions- Grade level choir for 4th and 5th graders. All 5th grade students would comprise the fall/winter choir, with special parts (speaking, instruments, dance) meeting on Wednesdays after school from 3:10 - 4PM. The same would be true for all 4th grade students for the spring choir. Choir rehearsals for the entire grade would take place during music LAMPPS class time and certain CFA times during the school day. The Wednesday rehearsals for special parts would begin mid September for the 5th grade (fall/winter) choir. Evening performances will be held the first Thursday in December for the fall/winter and the first Thursday in May.

Field Day- A day of outdoor activities organized by the PE department and volunteers. Grades K-5 participate during designated times. Volunteers needed to work with SOE P.E. staff to plan this end-of-year field day for our students.

Field Trips- Each grade takes a field trip during the year. This is organized by teachers and PTO Educational Enrichment coordinators. Previous trips have included visits to the Bayou Wildlife Reserve, Houston Children's Museum, Brazos Bend State Park, and Houston Space Center. Volunteers are needed as chaperones.

Fit Express- Fit Express is a GET FIT after school program offered to 3rd, 4th and 5th graders. The students are asked to commit to the program, participate, and enjoy getting fit with their peers and friends one day a week from last bell until 4:00. This year we hope to have running (got to get ready for the Reindeer Run), jumping rope, hula hooping, boot camp, music and various other physical activities. The [permission form](#) with Fit Express dates will go out no later than the 3rd week of school and Fit Express ends the week before Spring Break. It is important to return the permission form when it is due, as late forms are put on a waiting list. Please note that student's behavior is expected to be at its best because this is a volunteer program for students and teachers and the purpose of Fit Express is to GET FIT!

Fundraising- Parents are encouraged to participate in various fundraisers that help to raise money for the many programs sponsored by the PTO. These funds pay for educational enrichment, classroom supplies and materials, class field trips, teacher appreciation, field day, playground equipment, teacher training and many other things that would not be possible without

your support. This year, the PTO will hold two main fundraisers, The Super Express and Reindeer Run. Ongoing fundraisers include Spirit Wear, Dinner Nights, PTO Memberships, Directory Ads, School Store, Target Redcard and Box Tops for Education.

GLC (Grade Level Coordinator)- Each grade will be assigned a parent leader who will act as a liaison between the lead teachers and room parents.

Holiday Shoppe- Open in December. Small items will be available for students to purchase for friends, family, and anyone else on their holiday shopping list. ****THE HOLIDAY SHOPPE IS IN NEED OF VOLUNTEERS!**

In-School Field Trips-Each grade has the opportunity to have 2 in-school field trips. The PTO Educational Enrichment Coordinators, parent volunteer chairs and teachers help to decide who come to the school. Prior field trips include Zoomobile, Mad Science of Houston and HMNS "On Stage".

Jump Rope for Heart- Jump rope-a-thon style fundraiser for the American Heart Association held in February. Organized by PE Department and volunteers. This event is held during school hours and it is for all grades.

Kinder Camp- An event for all incoming kindergarten students and their parents the week before school begins. Kindergartners get a chance to meet with their teacher while parents get a chance to learn about procedures, expectations, and other first days' information.

L.A.M.P.P.S. (Library, Art, Music, Physical Education x2 and Science)- Students attend a different class each day, except for PE which is twice per cycle.

Library Helpers- Volunteer group that works with the librarian to assist students with book selections and to reshelv and straighten books, etc.

Lunch Bunch- Held on a quarterly basis (September, January and April). During the week of Lunch Bunch, parent volunteers provide lunch for the entire staff to show our appreciation. You can help by cooking, baking, or bringing in a store bought item (related to that month's theme) or by providing soda, lemonade or tea. You can also help by assisting with set-up, decorating or volunteering to help serve our well-deserved teachers the delicious food that is brought by the parent volunteers! The staff will be divided according to the following grades/teams:

- Mondays: K, 1st, 4th, Outclass, Office Admin, Cafeteria
- Wednesdays: 2nd, 3rd, 5th, Resource/Aide Staff, Custodian Staff

Marquee- Look for the latest news and upcoming events on our school marquee.

Math/Science Night- Family event held in November that includes fun math and science activities and games for all ages. Organized by the PTO Educational Enrichment Coordinators. Volunteers are needed to work with PTO Educational Enrichment Coordinator, Math Specialist, and Science Specialist to develop and implement a themed evening program that promotes science and math as fun family activities.

Meet the Teacher- An event held the week before school begins where students in 1st-5th grades get the opportunity to meet their teacher, chat with classmates, and drop off their school supplies. New Kindergarten students attend Kinder Camp instead.

Moms & Muffins- Volunteers are needed to set-up, work and clean on two consecutive mornings in February. Students can bring their moms (or stand-in moms) to school and enjoy doughnuts with them before school starts. Volunteer positions:

- Committee Chair (Work directly with the Staff Appreciation Chairs to organize the committee, develop program and run event. Will provide report status/progress updates monthly to PTO Staff Appreciation Chairs.)
- Event volunteers (Work with Committee Chair to acquire supplies and work event.)

Open House- Evening school event for students and families held in March during Public School Week. Teachers showcase their students' work and classroom accomplishments.

Outclass Coordinators & Outclass Volunteers- Volunteers are needed to serve as Outclass Coordinators ("OCs") for Library, Art, Music, and P.E. Ideally, there should be two coordinators for each outclass - - - one for grades K-2 and one for grades 3-5. OCs are selected by the PTO Board to ensure fair opportunity is given to those interested and so the same people are not selected year after year (unless no one else steps forward.) OCs are responsible for organizing volunteers to handle various work assignments:

- Library – shelving books, assisting with Book Fair sales, and handling special projects
- Art – assisting with "It's My Artwork" fundraiser, helping to display artwork, and possibly assisting with starting an Art Club
- Music – assisting with rehearsals and other events for the choir
- PE – assisting with the in-line skating program for 4th & 5th graders and helping with Field Day in the Spring

Parent Info Night- Back-to-school evening event for parents (students are encouraged NOT to attend) to visit classrooms and meet with teachers to learn more about objectives, routines, and expectations.

PTO Board- Our school's PTO Board is comprised of the following volunteer positions:

- President
- 1st Vice President
- 2nd Vice President (Fundraising)
- Treasurer
- Recording Secretary
- Corresponding Secretary
- VIPS Coordinator
- Staff Appreciation Coordinator
- Educational Enrichment Coordinator
- Parliamentarian
- Publicist

In addition, our school's Principal serves on the PTO Board.

Nominations are solicited during the spring semester. The PTO Nominating Committee discusses and decides by majority vote which candidates to put forth on the slate to the General Membership. The election takes place at the last General Membership Meeting each school year.

PTO Membership- Join and make a difference! As a member you will have the opportunity to voice your opinion on the needs of the children. Membership dues are used to fund educational materials and programs, field trips, student parties, equipment, and other projects. Every member will receive a Scanlan Oaks directory (one per family) filled with useful school, student, and community information. Membership dues are \$10.00 per family, which includes voting rights for every adult in the immediate family, plus the directory. Volunteers are needed to assist with the Membership Drive table at Kinder Camp, Meet & Greet, and Parent Information nights. Volunteers will make sure PTO membership forms are completed correctly and will collect money from those families who want to be voting members of the PTO. Volunteers will also assist at each PTO General Membership meeting (4 times yearly) at the Membership table where voting members must sign in.

PTO Nominating Committee- The PTO Nominating Committee is comprised of the PTO Parliamentarian, the Principal, a Faculty Representative, four (4) non-PTO Board members not seeking election, and one (1) current PTO member not seeking re-election. Volunteers are solicited in the spring semester to sit on this committee which is responsible for reviewing and qualifying potential members for the next school year's PTO Board. Four (4) non-PTO Board members not seeking election are needed to sit on this committee. These 4 volunteers attend several meetings to help establish the slate.

Reading & Math Mentoring- Helping students to develop their reading and math skills to be on par with their grade-level peers. Not sure how to be a tutor? Don't worry, we will train you! Volunteer positions:

- Reading mentors (initial training followed by weekly 30-minute sessions with assigned student(s.))
- Math mentors (initial training followed by weekly 30-minute sessions with assigned student(s.))

Reading & Writing Night- Family event held in February that includes fun reading activities for all ages. Organized by the PTO Educational Enrichment Coordinators. Volunteer positions:

- Reading: Work with PTO Educational Enrichment Coordinator to develop and implement a themed evening program that promotes reading as a fun family activity.
- Writing: Work with PTO Educational Enrichment Coordinator to set up an evening program centered on small workshops where students focus on specific writing objectives, share their work, and provide constructive input to each other.

Red Ribbon Week- Drug awareness is highlighted the last week of October. Students participate in activities designed to educate them about alcohol, tobacco, and other drugs to keep them drug free. The week's events are sponsored by the counselor and nurse.

Reindeer Run- Family event and fundraiser held the first weekend in December that includes a fun run (toddlers through 5K chip timed), silent auction, games, food, prizes, and fun! Organized by the PTO and volunteers. Volunteers will be able to choose from a variety of jobs and time slots and will work on the Silent Auction, Carnival and/or Fun Run. There is something for everyone! Visit soepto.org for more details.

Room Parent- A parent will be selected from each class to help coordinate assistance to the teacher with projects, volunteer needs, and class parties. Room Parents are responsible for:

- Attending meetings with their assigned Grade Level Coordinator (GLC) to discuss procedures and upcoming classroom events.
- Organizing classroom events including December Holiday Party, Valentine Party, Reindeer Run Fundraiser Auction Items, Field Trips, Staff Appreciation Week, and Field Day as well as any other special events or work assignments as requested by the teacher, teacher team lead, or GLC, PE – assisting with the in-line skating program for 4th & 5th graders and helping with Field Day in the Spring
- Coordinating parent volunteers via phone and/or e-mail for assistance with classroom events and work assignment

Safety Patrol- 5th grade students who patrol the front and back carpool lines as well as the bike areas and school entrances from 7:30-8:00am to greet students and parents and assist when needed.

School Store- The school store is run by the PTO as a convenience to our students, as a way for students to practice their math skills, and as a fundraiser for the PTO. The school store is open on **Wednesday mornings from 7:30 am - 8:00 am.** The store will also be open the **1st Wednesday of every month during lunch** for students and parents to shop. Items currently available at the school store include Spirit Wear, Scanlan Oaks water bottles, Scanlan Oaks pencils, dog tags, koozies, wristbands, and lots of various school supplies. Some items are only

available for a limited time, and we may be receiving new items throughout the school year.
**THE SCHOOL STORE IS IN NEED OF VOLUNTEERS!

Shared Dreams- District-wide collection of clothing, toiletries, and school supplies for less fortunate FBISD families. Donations will be accepted at any time, but there are two clothing drives scheduled throughout the school year. Volunteers are also needed to help sort clothes in the distribution center.

SOE Green Team- The Green Team is a group of parent and student volunteers that promote recycling at SOE. Green Team members collect recyclable items from classrooms and place them in a recycle container to be picked up by the recycle company. The Green Team also assists the recycling in the cafeteria. SOE recycles all plastics 1-5 and 7, aluminum and juice packs. Green Team members count and send the juice packs to Terracycle where we receive 2 cents for every juicepack.

Spirit Day/ Spirit Wear- T-shirts, sweatshirts and hats are sold to promote school spirit and to help raise money for the school's activities and programs. Students are encouraged to wear their spirit shirts each Wednesday. Classes with 100% participation on Spirit Wednesday will receive recognition on the Spirit Wall and the week's Spirit Stick.

Staff Appreciation- Special treats, monthly birthday desserts and quarterly luncheons are provided by volunteers throughout the year as a "Thank You" to our faculty and staff. A variety of events is held in May during Staff Appreciation Week.

Staff Birthdays/Birthday Bakers- Each month we celebrate staff birthdays by providing an assortment of goodies for the faculty and staff. Volunteers are needed to bake/cook desserts or send in drinks or store-bought food items. Each month will have a different theme (i.e. cookies, cakes, pies, etc.). Volunteers will receive an e-mail approximately two weeks prior to the event that will list the theme and suggestions for necessary food items. You may send your food items with your child or drop them off at the front desk in the morning. A volunteer is needed to work directly with the Staff Appreciation Chairs to organize and run this monthly program.

Student Council- SOE student council is an after school social club for selected 4th and 5th graders. The mission of the SOE Student Council is to provide an opportunity for leadership among the students, empower the students to maintain an active role in school-wide programs, and to foster a desire to actively encourage the student body to participate in programs that are devoted to the betterment of the school and community. Student Council organizes an annual food and toy drive and oversees the ink jet recycling program.

Super Express Campaign- Held the second week of school, this year's fall fundraiser is a check writing campaign. No sales are involved! Simply write a check to support our school. ALL of the money raised will be used to support the many PTO sponsored projects, events and activities throughout the year. Educational programming, field trips, classroom supplies and materials, class parties, teacher grants and teacher appreciation activities are just a few items that will be funded from this campaign.

STAAR Testing- State mandated standardized tests for grades 3-5. The tests will be administered in March and April. <http://www.tea.state.tx.us/student.assessment/staar>

Teacher Appreciation Week (TBD) Every May, schools around the country spend one week honoring teachers and staff. Volunteers are needed to help organize and run the events and activities that week.

Take Home Work- This is designed for Moms, Dads, Grandparents, Aunts, Uncles and Adult Siblings that are not able to come to the school to help out during school hours. Your child's teacher can send this type of work home with your child, and it usually involves tracing, coloring,

gluing, or cutting out materials for the classroom. You can volunteer for Take Home Work from the school's VIPS room, which supports all of the classes.

Teacher Center- Centralized work center for all schools in FBISD. Volunteer opportunities to help create and assemble teacher/classroom projects using state of the art equipment. Training available. Children are not allowed in the center.

Tea and Tears- Held on the first day of school, this gathering is for moms and dads who may need a shoulder to weep on or a friend to hug as they see their little ones off to school

Thanksgiving Parade and Feast- Kindergartners and 1st graders learn more about Indians, Pilgrims, and Thanksgiving traditions through classroom activities, crafts and a celebration "feast". The 1st grade classes also participate in a Thanksgiving Parade around the school.

V.I.P.S. (Volunteers in Public Schools)- All parents, grandparents, aunts, uncles and adult siblings are invited to volunteer at school. FBISD requires that all volunteers complete a [criminal history form](#). Once it has cleared, volunteers will be able to work on campus in any of the areas listed on this page!

VIPS Workroom- Working in the VIPS Workroom involves helping to prepare materials for the classrooms (i.e. helping with bulletin boards, die cutting, binding booklets, coloring, gluing, tracing, laminating, and cutting out laminated items.) Volunteers must attend an informal training session in order to learn how to operate the various pieces of equipment in the VIPS Workroom. Note: For safety reasons, children are not allowed in the VIPS Workroom.

WEXP News- Scanlan Oaks news program that is run by 5th grade students and televised to all of the classrooms each morning. The News Team is selected in the spring prior to the new school year.

Whistle Stops- The *Whistle Stops* ensemble is made up of interested 5th grade students who can play the Ode to Joy (black belt song) as an audition piece. Practices will be on Fridays from 3:10 - 3:45. Performances will take place at choir programs and other assemblies at school.

Yearbook- The PTO offers yearbooks for sale each year to the student body. Class pictures and different school events are captured throughout the year for your children to remember for years to come! Yearbook "Expressions" and personal engravings are offered for purchase. Visit soepto.org for more information and to order yours now!