



**Volunteer Interest Meeting
September 15, 2022**

Dr. Brian Gibson, Principal
Jana Simoneaux, Assistant Principal

"Panthers Always Pursue Excellence!"



2022 - 2023 Priorities

- Safety and Security
- Teaching and Learning
- Building and Maintaining Trusting Relationships





Morgan Elementary Volunteer Opportunities

- ◆ Campus Fundraising Events
- ◆ Teacher Workroom
- ◆ At Home Projects
- ◆ Library Book Fairs
- ◆ Marquee
- ◆ Yearbook
- ◆ Campus Events and Special Projects
- ◆ Room Parent Volunteers



Volunteer Guidelines

Guidelines have been established to enable administration, staff, teachers, parents, and volunteers to work successfully while utilizing the maximum benefits of the volunteer program. Following these guidelines will help ensure our volunteer program runs smoothly and help support teaching and learning at Morgan Elementary.

- Schedules
- Workroom Liability
- Classroom Instruction and Volunteers
- Confidentiality
- Volunteer Check-In & Raptor Badges
- Copies and laminating
- Confidentiality
- Protect classroom instructional time
- Copies and laminating

Volunteer Guidelines

Schedules

- We ask that volunteers come to work at the time agreed upon time with the coordinator.
- If you have a sudden change in schedule, please contact the volunteer coordinator right away, to allow for the coordination of another volunteer.

Volunteer Guidelines

Workroom Liability

- If possible, children should not be brought into the workroom unless necessary. Equipment used can be dangerous to our children.

Volunteer Guidelines

Classroom Instruction

- Instructional time is sacred.
- Volunteers must work in their designated areas while on campus.
- We ask that volunteers not visit classrooms during the school day.

Volunteer Guidelines

Confidentiality

- Respecting the confidentiality about information concerning students and/or teachers is of the utmost importance.
- Volunteers should never discuss teachers or students either at school or once you leave the campus.
- Please make sure that any necessary discussion about students or teachers be made discreetly with only the appropriate staff member (teacher, counselor, assistant principal, principal) and only in the context of your work.

Volunteer Guidelines

Volunteer Check-In & Raptor Badges

- All volunteers must raptor into the front office, if volunteering during the school day.
- Volunteers are required to wear raptor badges at all times.

Volunteer Guidelines

Copies and Laminating

- All copies and laminating should be done by a trained volunteer during times scheduled by the workroom coordinator.
- Teacher workroom training will be held Tuesday, **September 20th at 1:00 p.m.**
- The front office staff is in charge of all equipment in the workroom, and any problems should be referred to them.

Guidelines for Room Parent Volunteers

- Each grade level will have a room parent volunteer per class with one room parent serving as the lead room parent for their grade level.
- The point of contact for all lead room parent volunteers is the FOM VP of Programs.
- Lead room parents will meet (or communicate) with the FOM VP of Programs and grade level lead teachers to relay all information to the room parents for their grade.
- The lead room parent will communicate with all room parents for grade level volunteer activities.
- If you are expected to volunteer but cannot be present, please arrange a substitute. If you cannot find someone to fill your position, please notify the lead room parent volunteer.
- A room parent's role does not encompass answering personal or academic questions. Please refer these subjects to the teacher, assistant principal, or principal.
- The campus principal ***must*** approve all grade level volunteer activities.

Friends of Morgan



Follow our Friends of Morgan on Facebook by clicking [here](#). Friends of Morgan is our Parent Teacher Organization that will support the faculty, students and parents of Morgan Elementary.

We love volunteers! The volunteer contact is FOM's VP of Programs Amy Carlson.
programsform@gmail.com

Contact Information:

friendsofmorgan1@gmail.com

Website: www.friendsofmorgan.org





Room Parent Sign-Up Sign-Up Closes Tuesday, September 20th





Questions?