

Deer Path Montessori School

Description of Fund Raising Events and School Committees

Fund Raising Events

Walk-A-Thon: Volunteers will coordinate all aspects of this event building on processes and procedures from previous years. Preparation begins with some pre-planning activities in mid August and culminates the day of the event – usually the Friday before Columbus Day Weekend. Prior planning includes recording the pledges, ordering tee shirts, making signs for various functions of the day and general clerical duties. Many people are needed at school on the day of the walk-a-thon.

Book Fair: Deer Path will contract with a company to bring in a book sale for the children and their families. Volunteers are needed to plan and coordinate sale. They are needed to set up the books when they arrive and to pack them away for return. Several people are needed to staff the sale on the days it is held.

Casino Night: This will be our main fundraiser and will include activities that were part of the art auction in past years such as the ad book and a 50/50 raffle. Various activities include planning, logistics, advertising and publicity, ticket sales, prizes, table sponsors, ad sales, ad book coordination, hospitality, set up, clean up and other help the night of the event.

Children's Art Silent Auction: There are two subcommittees for this activity. The Children's art committee will work closely with the classroom teachers to help the children execute a collective piece of art to be auctioned. This starts in January. The auction committee works to display the art in the school and prepares the silent auction information for the parents. This committee takes care of the publicity, auction and bids.

School Committees

Class/School Assistant: These activities require parents to be available to come into school during the school day. Volunteers work as substitutes when an assistant is absent and during lunch period. Help is needed with special activities, such as holiday celebrations, special projects and visits to Paragon Village. This also includes coordinating the scholastic book sales throughout the year, and help with the children's garden in the fall. In addition, they assist with mail distribution during the 11:30 and 2:30 dismissal.

Classroom Preparation: This is an area for parents that cannot easily come into the school. Volunteers prepare materials needed in the classroom such as dying macaroni, cutting out pictures for language activities, cultural activities and art projects. There is also a periodic need for someone to pick up and return materials to the Morris Museum. Two parents from each class also do the class laundry. Laundry is sent home the last day of the week and needs to be cleaned and returned on the next school day.

Community Service Committee: Volunteers coordinate the winter and spring service project. Our usual winter project is Adopt-a-family in conjunction with Morris County Family Services. The Deer Path families provide holiday presents for families in need in Morris County. The members of this committee keep track of what is received to make sure everyone on our list is serviced. At the end of the drive, they take the packages to the Social Service Agency in Morris Township. The spring project is usually something timely. This past school year we collected and delivered food to the Mt. Olive Food Bank.

Office Support: Volunteers answer phones, greet guest, stuff envelopes, provide computer assistance and work on special projects. They are also responsible for getting the outdoor message board prepared and put outside when needed. This requires a commitment of one to five days a week. It can be an entire morning or from 8:30 to 10:30.

Grandparents E-Mail Outreach: All correspondence with grandparents will be by e-mail. This requires someone that is proficient with e-mail to send the monthly newsletter from the administrator and calendar to grandparents who have given us their email addresses.

Parent Outreach: This committee will develop opportunities for Deer Path parents to connect with one another through social activities.

Photography Committee: Photographs taken throughout the school year are compiled to form a history of the school year. Help is needed to arrange photos in various display mediums and for various school activities.

Pizza Lunch: The people on this committee coordinate all aspects of this program including, tracking the orders, ordering the pizza, preparing lunch tickets, preparing the side dishes and serving lunch on Thursdays.

School Shopping: Periodically, a volunteer is needed to shop for the school's paper products, snack supplies, cleaning supplies and fresh fruit for pizza lunch. Most things are bought in bulk from Sam's club using the school's account and working from a list prepared by the school.

Recycling: The volunteers will be responsible for taking the recycling approximately twice each month and seeing that it is recycled.