

2008-09 Maidu/Excelsior PTC Coordinators

PTC PROGRAM	DESCRIPTION	EXCELSIOR	MAIDU
ART DOCENTS	Coordinate art projects for each grade level. Ensure supplies are available. Serve as resource for volunteer questions.	Lyn Blake 773-1556 glikb@surewest.net	Jeannie Gandler 786-7718 jeannieg@surewest.net
			Rachel Wright 952-9536 frizzymoto@yahoo.com
ASSEMBLIES	Work with the principals to plan, coordinate, and assist with assemblies.	Patty Robinson 784-2166 obx2trestles@yahoo.com	Jessica Rafanan 474-5082 jrafanan@comcast.net
BINGO NIGHT	Coordinate event including games, refreshments, and prizes. [Feb]	Gina Black 791-2827 gblack@cckdesign.com	
		Katie Lowell 257-8634 rklowell@surewest.net	
BIRTHDAY BOOK CLUB	Send birthday book club forms to students, collect money, and coordinate book donations with Librarian.	N/A	Ryan Crawford 797-1353 crawfordbrj@hotmail.com
BOOK FAIR	Coordinate the Book Fair with Scholastic Books. Training through Scholastic [Excelsior: Oct; Maidu: Apr]	Beth Thomas 791-8569 Bmct55@hotmail.com	Tisha Chinn 784-6617 FOURCHINN@comcast.net
		Diane Elliott 771-3414 5elliotts@wavecable.com	Diane Elliott 771-3414 5elliotts@wavecable.com
COPY & ADMIN SUPPORT	Help copy materials for teachers, and when necessary organize volunteers to provide copy and administrative support. [Year-round, once a week]	Barbara Johnson 417-5637 tjohnson@surewest.net	Sherilyn Petterson 773-9074 spetterson@surewest.net
		Michelle Seuell 781-2901 michemarie@hotmail.com	
DIRECTORY	Coordinate publication of the school directory. Committee Members will assist with proofreading and other tasks as needed. [Aug/Sep]	Lynne Gray 791-0549 Lynne.featonby@btinternet.com	
		Vanessa Gunn 797-8722 vanessagunn@rcsis.com	
DISTRIBUTION	Meet Tuesday mornings (Maidu) or Tuesday afternoons (Excelsior) as needed to copy, sort and distribute items for Wednesday folders. [Tuesdays Maidu: AM; Excelsior: 1:30-3:20pm]	Sheryle Washburn 780-7806 ts_midass@earthlink.net	Leigh-Ann Reiner 782-1963 lreiner@yahoo.com
		Cindy Halverson 206-4197 cindyhalv@att.net	
DISTRICT BREAKFAST	Meet once or twice with district committee regarding theme and schools' assigned tasks. Organize our schools' assigned tasks. [Oct]	Shannon Berg 780-7178 payne2003@gmail.com	
eNews	Email parents Wednesday Folder information and post to E-News Web page. [Year-round, 1-1 ½ hrs/week]	Tami Lynch 396-7823 tamicam@surewest.net	
ESF ANNUAL GIVING LIAISON	Liaison between Eureka Schools Foundation (ESF) and schools to coordinate parent volunteers for the ESF Annual Giving Campaign. Assist with tracking ESF donations. Money raised helps finance music, PE, library, and technology programs. [Feb-Apr]	Open Opportunity	

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ESF AUCTION LIAISON	Attend Eureka Schools Foundation (ESF) Auction meetings and serve as liaison between ESF and school for school contributions to Auction. Gather donations and purchases for PTC contribution to Auction.	Open Opportunity	Margot Birch 296-7157 johnnybdds@surewest.net
EXCELSIOR EAGLES RECOGNITION	Assist Principal Diane Duncan as needed with Excelsior student awards. Once per month	Becky Fisher 749-7048 fourfisherfamily@yahoo.com	N/A
FALL FUNDRAISING	Serve as liaison between vendor and school; process and distribute orders. [Oct/Nov]	Joyce Stubee 797-9378 jbstubee@surewest.net	
FAMILY KARAOKE NIGHT	Coordinate food/activities for the event. [Nov]	Leigh-Ann & Mike Reiner 782-1963 lreiner@yahoo.com	
FAMILY LUAU/SPRING PICNIC	Coordinate food/activities for the event. [May]	Michele Robertson 784-3653 bellacoffeebuzz@gmail.com	
		Joyce Stubee 797-9378 jbstubee@surewest.net	
FIRST DAY WELCOME	Coordinate set up of tables and other logistics for delivery of first day of school packets. [Aug]	Nancy Zavesky 797-3829 zaveskyfam@surewest.net	
JOG A THON	Organize PTC's largest fundraiser, including setup, prizes, refreshments, promotion, and pledges. Manage the megaphone at the events to keep the kids running and excited! [Sep]	Elaine Arndt 791-6441 eharndt@surewest.net	Jenny Milne 788-9725 jennymilne@netscape.net
MAIDU PRIDE	Coordinate delivery of treats every week. [Year-round, weekly]	N/A	Sherilyn Petterson 773-9074 spetterson@surewest.net
MOVIE NIGHT	Coordinate event including movie selection, food, beverages, raffles, etc. Assemble volunteers to help on movie nights [Maidu: March; Excelsior: Oct & Feb]	Dave & Amy Wilson 791-6672 DWilson0022@aol.com	Leigh-Ann & Mike Reiner 782-1963 lreiner@yahoo.com
		Dave & Marcia Kahan 783-7384 mkahan1@comcast.net	
MUSIC & DRAMA PRODUCTIONS	Work with Excelsior staff to coordinate 5th and 6th grade talent show. [Winter/Spring]	Co-coordinator Open Opportunity	N/A
		Dianna Benner 781-2465 rdkl@comcast.net	
NUTRITION/P.A.L.	Coordinate nutrition programs and serving of nutrition bar at lunch time	Lori Bauer 797-0127 lorimcbauer@yahoo.com	Jessica Rafanan 474-5082 jrafanan@comcast.net
			Angela Kirton 791-1773 thekirtonfamily@yahoo.com
PICTURE DAYS	Assemble volunteers to help on picture day. Work with office staff to establish schedule for classes to have pictures taken. [Excelsior: Sep; Maidu: Oct & Feb]	Tami Lynch 396-7823 tamicam@surewest.net	Cindy King 791-0871 cmoking@surewest.net
			Jill Negri 791-8294 cjanegri@yahoo.com
READ ACROSS AMERICA	Coordinator volunteers to read to classes during this week [March]	Lorna Schofield 774-6389 lrschofield@hotmail.com	Carolyn Brosnan 749-3282 cjbrosnan@gmail.com
		Beth Thomas 791-8569 Bmct55@hotmail.com	

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ROOM PARENT	Plan, assemble, and distribute important information to room parents at their meeting at the beginning of the year.	Dawn Watkins 783-7689 dawnwatkins@surewest.net	Cindy King 791-0871 cmoking@surewest.net
RUNNING SCHOOL	Coordinate the Running School events.	Gina Black 791-2827 gblack@cckdesign.com	N/A
SCIENCE DOCENTS	Coordinate overall program, including: Maintaining lesson content / maintaining and acquiring lesson materials; soliciting program volunteers. Budgeting. Communicating with teachers and PTC. Training grade-level coordinators / providing orientation and training opportunities for new classroom docents. Providing web site content. [Year-round, depending on grade]	Teachers will get grade level help at Back to School Night	Head Coordinator: Tami Jackson 772-6176 tjackson@surewest.net
			K Coord: Martha Garcia 749-3912 mdpenlase@hotmail.com
			1st grade Coord: Tami Jackson 772-6176 tjackson@surewest.net
			2nd grade Coord: Shalini Lynch 783-9141 shalini_lynch@yahoo.com
			3rd grade Coord: Caroline Kasarjian 771-5265
SCRIP PROGRAMS	Coordinate fundraising by selling paper/gift card SCRIP, electronic, and Dining for Dollars at local restaurants	Laura Betz 780-0242 meptc_scrip@yahoo.com	
SUMMER MAILER	Assist the school secretaries by getting the summer mailers collated, sealed, labeled and sorted by zip code and delivered to the District office for the bulk mailing. [May/June]	Tami Lynch 396-7823 tamicam@surewest.net	
T SHIRTS	Organize sales and distribution of school apparel. [Fall]	Dean Bliss 772-1082 cdbliss@surewest.net	Carolyn Brosnan 749-3282 cjbrosnan@gmail.com
TEACHER & STAFF APPRECIATION	Coordinate teacher/staff appreciation events: Back to School breakfast/luncheon, Teacher Appreciation Week, special monthly "thank you" meals, and School Board luncheon. [Sep/May]	Open Opportunity { Gina & Angela temporarily }	Gina Black 791-2827 gblack@cckdesign.com
			Angela Kirton 791-1773 thekirtonfamily@yahoo.com
TOY & FOOD DRIVE	Organize the collection and delivery of donated items. [Nov/Dec]	Jennie Zinn 791-6094 henpenjen@rcsis.com	Carolyn Brosnan 749-3282 cjbrosnan@gmail.com
			Angela Kirton 791-1773 thekirtonfamily@yahoo.com
VISION PLANNER	Coordinate production, sale, and distribution of planner. [Late Summer/Early Fall]	Candy Salinas 772-8779 rccsalinas@aol.com	
VOLUNTEER COORDINATOR	Make volunteer sign-up sheets available at First Day Welcome and Back to School Night; collect names/contact info and distribute to appropriate event coordinator. Maintain "on-call" volunteer list and send out e-mails to contact them regarding volunteer opportunities.	Tami Lynch 396-7823 tamicam@surewest.net	

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WATER COLOR DOCENT	Coordinate training of classroom watercolor docents and oversees materials supplies. [Feb-March]	Sharon Lada-Colman 791-0683 sjcolman@hotmail.com	N/A
WEBSITE COORDINATOR	Update and manage the Excelsior/Maidu PTC website.	Ingrid Snedecor 797-7247 isnedecor@surewest.net	
WELCOME WAGON	Welcome new families to the school through out the year by providing them with PTC, school and community information. [Year-round]	Andrea Van Wallegghem 845-3488 Andrea.VanWallegghem@ftb.ca.gov	
YEARBOOK ASSISTANT	Help the Excelsior staff create the yearbook. [Year-round]	Susan Smyth 390-3414 susansmyth003@yahoo.com	N/A