

2009-2010 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 gljkb@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.	Jeannie Larson 749-3698 415-505-3884 jeannie_larson@comcast.net	Jessica Rafanan 474-5082 jrafanan@comcast.net
BINGO NIGHT	Coordinate event including games, refreshments, and prizes. [Feb]		Kristil Ehrlich 595-7663 kristil.ehrlich@wellsfargo.com
			Barbara Koistinen 780-0925 decdenbarb@comcast.net
			Dianne Cooper 783-0639 drooney@hotmail.com
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]	Shannon Castillo 774-9674 simplyorganize@comcast.net	Amanda McCarthy 772-7714 amandamac99@yahoo.com
		Sherilyn Petterson 773-9074 spetterson@surewest.net	Mila Lindley 782-6020 mpldal@yahoo.com
CLASS ASSIGNMENT NIGHT	Coordinate set up of tables and other logistics for delivery of first day of school packets. [Aug]	Nancy Zavesky 797-3829 zaveskyfam@surewest.net	
COPY & ADMIN SUPPORT	Help copy materials for teachers, and when necessary organize volunteers to provide copy and administrative support. [Year-round, once a week]	Deidre Lavrador 749-3045 dlav4acure@yahoo.com	Sherilyn Petterson 773-9074 spetterson@surewest.net
DIRECTORY	Coordinate publication of the school directory. Committee Members will assist with proofreading and other tasks as needed. [Aug/Sep]	Susana Sollazzo 791-5725 sollazzofamily@surewest.net	
DISTRIBUTION	Meet each Tuesday or as needed to copy, sort and distribute items for Wednesday folders. [Weekly: Morning or afternoon]	Sherilyn Petterson 773-9074 spetterson@surewest.net	Leigh-Ann Reinero 782-1963 lreinero@yahoo.com
DISTRICT BREAKFAST	Meet once or twice with district committee regarding theme and schools' assigned tasks. Organize our schools' assigned tasks. [Oct]	N/A	
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	

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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]	Jen Mobell 781-9949 jmobell@msn.com	
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.	Margot Birch 789-7157 johnnybdds@surewest.net	
EXCELSIOR EAGLES RECOGNITION	Assist Principal Diane Duncan as needed with Excelsior student awards. Once per month	Stephanie Washburn 774-0587 shaoh@comcast.net	N/A
FALL FUNDRAISING	Serve as liaison between vendor and school; process and distribute orders. [Oct/Nov]	Angela Raffin 797-8997 a_raffin@yahoo.com	
		Pennie Gonzalez 517-7330 pennie.gonzalez@yahoo.com	
FAMILY KARAOKE NIGHT	Coordinate food/activities for the event. [Nov]	Leigh-Ann & Mike Reiner 782-1963 lreiner@yahoo.com	
		Co-Open	
FAMILY PICNIC	Coordinate food/activities for the event. [May]	Open	
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]	Tami Jackson 772-6176 tjackson@surewest.net	Jenny Milne 788-9725 jennymilne@rocketmail.com
KID'S CLOTHES CLOSET	Collect donations, set up hours and run clothes closet [Nov]	Katie Lowell 257-8634 rklowell@surewest.net	
MAIDU PRIDE	Coordinate delivery of treats every week. [Year-round, weekly]	N/A	Sherilyn Petterson 773-9074 spetterson@surewest.net
MUSIC & DRAMA PRODUCTIONS	Work with Excelsior staff to coordinate 5th and 6th grade talent show. [Winter/Spring]	Jeannie Larson 749-3698 415-505-3884 jeannie_larson@comcast.net	
		Dianna Benner 781-2465 rdkl@comcast.net	
P.A.L.	Coordinate nutrition programs and serving of nutrition bar at lunch time	Angela Kirton 791-1773 thekirtonfamily@yahoo.com	Jessica Rafanan 474-5082 jrafanan@comcast.net

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PICTURE DAYS	Assemble volunteers to help on picture day. Work with office staff to establish schedule for classes to have pictures taken, fall and spring.	Tami Lynch 396-7823 tamicam@surewest.net	Kristi Peterson 789-0951 krstptrsn2@aol.com
READ ACROSS AMERICA	Coordinator volunteers to read to classes during this week [March]	Beth Thomas 791-8569 Bmct55@hotmail.com	Carolyn Brosnan 749-3282 cjbrosnan@gmail.com
		Co-coordinator Open	
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	
SCHOOL ACTIVITY NIGHT (PREVIOUSLY MOVIE NIGHT - HOLD)	Plan and provide support for a family-friendly evening for students and families specific to each school. Assemble volunteers to help on family nights [Maidu: March; Excelsior: Oct & Feb]	Open	Leigh-Ann & Mike Reinerio 782-1963 lreinerio@yahoo.com
		Open	Co – Open (Shelli Teed-Bose)
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]	Elaine Arndt 791-6441 eharndt@surewest.net	Head Coordinator: Jennifer Gillies 761-3275 jegillies@yahoo.com
			K Coord: Brooke Bryant 209-482-6922 dreilybo@yahoo.com
			1st grade Coord: Not needed
			2nd grade Coord: Open
			3rd grade Coord: Shal Lynch 783-9141 shalini_lynch@yahoo.com
SCRIP PROGRAMS	Coordinate fundraising by selling paper/gift card SCRIP, electronic, and Dining for Dollars at local restaurants	Margot Birch 789-7157 johnnybdds@surewest.net	
		Kristen Honer 797-9353 khoner@surewest.net	
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,	Gina Black 806-0953 Ginablack37@yahoo.com	

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	Teacher Appreciation Week, special monthly "thank you" meals, and School Board luncheon. [Sep/May]	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
VOLUNTEER COORDINATOR	Recruit volunteers for various PTC events; 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	
WASTE FREE WEDNESDAYS LUNCH	Reduce waste generated during Maidu and Excelsior lunches by 15%; increase awareness about environmentally friendly lunch packaging materials; prepare informational flyers/newsletter tips for reduced waste lunches.	Molly Scholes 797-9897 Molly_Scholes@skillsoft.com	
		Carrie Riggs 791-3620 carrieriggs@surewest.net	
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