

## Tavola Parental Involvement Policy Welcome to the Wolf Pack!

Tavola Timberwolves know the importance of the home-school connection and our vision is to build relationships with families that will strengthen our student's learning experience. The "Wolf Pack" is Tavola's Volunteer Program. This program is organized and facilitated by the campus through the help of parent volunteers and school personnel. Within this packet you will find basic information that will help us connect with you and hopefully find additional ways that you can be a part of your child's school experience. We will have various ways for parents (those that have a little or lots of time to spare) to assist the school in providing a great place for kids to learn! Below are a few key points to keep in mind:

- The Wolf Pack is our Volunteer Program at Tavola (there is not a PTO or PTA affiliation).
- Our Volunteer Contact for the campus is our receptionist, Alibe Navarro. If you are interested in participating in our volunteer program, please see the directions included in this packet!
- All volunteers working with/around children at our campus or on field trips must complete the online volunteer training and have an approved background check before becoming a volunteer. Please follow the steps below to become an "official volunteer"
  - Once you have completed the informational page at the end of this packet you will return to Mrs. Navarro.
  - You will then be given information that must be completed or you can complete the background check form online and take to the New Caney Police Department so that a background check can be conducted.

- Once your background check has been approved you must then complete your online volunteer orientation.
  - After orientation is complete you will be asked to have your picture taken at the New Caney ISD Police Department. You may not volunteer until your volunteer badge is issued.
- REMEMBER - There is a way for everyone to volunteer!
  - Please note that the information we are requesting is just to get us started! If your schedule changes and more or less time becomes available, we can make changes accordingly!

## Wolf Pack Rules and Expectations

Providing a safe, orderly environment and protecting student's instructional time is extremely important to us! The expectations found below are in place to help ensure that these needs are met for all students:

- Volunteers are welcome to assist with needs on the campus, but must plan in advance with individual teachers to visit in their room or assist in the library or clinic, etc.
- Volunteers must wear their badges at ALL times and sign in with Miss Navarro upon arrival and departure.
- Volunteers must stay in the area they plan to volunteer. For example: If a volunteer comes to Tavola to assist in the library, they should not be down in a classroom discussing their child's progress during instructional time.
- If a volunteer sees a situation of concern pertaining to a student or employee, the parent should report the concern to campus administration.
- Volunteers should be cheerleaders for their child's school in the community!

## BE A PART OF THE WOLF PACK - VOLUNTEER!!!

We need your help! We can utilize volunteers in many different ways. Please fill out the form below so that we can contact you about volunteering!

Name\_\_\_\_\_ Phone\_\_\_\_\_

E-Mail\_\_\_\_\_

Student Name(s) and Grade

Level(s)\_\_\_\_\_

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I would love to help with: (please check all that apply)

\_\_\_\_ Room Parent (assisting the teacher in organizing class parties)

\_\_\_\_ Sending items for Class Parties and/or Special Activities

\_\_\_\_ Helping with Special Events such as Field Day, 5th Grade Manner's Banquet,  
etc.

\_\_\_\_ Reading with Students

\_\_\_\_ Making Instructional Items for  
Teacher (teacher would explain  
what is needed)

\_\_\_\_ Help in the Library  
Programs

\_\_\_\_ Help with Music

(decorating, costumes, etc.)

\_\_\_\_ I cannot come to school, but I can help from home. Please send things home for me to do!

Comments: \_\_\_\_\_

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