



The King's Academy

Parent Participation Form '08-09

Parent participation in the life of The King's Academy enables TKA to thrive. In coming to TKA, **each family agrees to support TKA by serving in a volunteer capacity**. Listed below are many opportunities to serve. Please prayerfully consider the various options, and indicate **all areas** in which you are interested in serving by writing your name on the blank. Even if you are not sure you can serve in an area, please indicate your interest, and the committee chairperson will contact you to answer your questions. Many committees can use volunteers with a minimal time commitment. After chairpersons have organized their committees they will be in touch with you.

Mother's Name _____ Phone _____ Cell _____
Email _____
Father's Name _____ Phone _____ Cell _____
Email _____

.....PTF – *Rosalyn vanBaaren - President*– 15 different opportunities to volunteer!.....

1. Prayer Committee – Charli Moore - Coordinator

Purpose: To daily cover the school in prayer. To pray with others for the needs of the school.

Time commitment: Personal daily prayer time. Attend regularly scheduled group prayer time and attend scheduled prayer meetings.

Responsibilities: Preparing a monthly prayer calendar for students; praying for TKA during the year.

___ **Yes, I am interested in serving on this committee.**

2. Hospitality Committee – Janet Brand, Chairperson

Purpose: To provide a luncheon for the staff during staff development, refreshments for students at special events, and honor the staff on Staff Appreciation Day.

Time commitment: Flexible

Responsibilities: Provide decorations and refreshments for Staff Appreciation Luncheons, Kindergarten Celebration, US Graduation, Grandparents; Day and other school-wide events.

___ **Yes, I am interested in serving on this committee.**

___ **If working, please state days when available** _____

3. Library Committee - Anita Allen, Librarian Chairperson needed

Purpose: To help provide an excellent library for TKA students.

Time commitment: One morning or one afternoon once or twice a month for approximately 2 hours.

Responsibilities: Helping in library by carding, shelving, checking out books and entering new books onto the computer card catalog.

___ **Yes, I am interested in serving on this committee.**

___ **Yes, I am interested in serving as Middle School Chairperson.**

___ **Yes, I am interested in serving as Upper School Chairperson.**

4. Accelerated Reader – Anita Allen, Librarian, Chairperson needed

Purpose: To schedule volunteers to work with 1st and 2nd grade students on computers while taking Accelerated Reader Tests.

Time commitment: Flexible

Responsibilities: To assist 1st and 2nd grade children on the computer as they take a test.

___ **Yes, I would like to serve on this committee.**

5. PTF Fund Raising (sales) Committee- Susan Lee, Chairperson

Purpose: To raise funds for PTF Projects

Time commitment: Approximately 5 school days in the fall and 5 school days in the spring.

Responsibilities: To assist in collecting order packets from sales (Innisbrook/Original Artwork), tallying orders and distributing orders once received.

Yes, I am interested in serving on this committee

6. School Pictures – Susan Lee, Chairperson

Time commitment: **Approximately** 6 days during the school year.

Responsibilities: Scheduling Picture Day, assisting photographer on the day pictures are made and helping to distribute picture packets and providing pictures of school functions.

Yes, I am interested in serving on this committee.

7. Chuck E. Cheese – Chairperson needed

Purpose: To raise funds for the PTF while promoting fun for students.

Time Commitment: Once a month

Responsibilities: A chairman is needed to set this up. Ideas and guidance available to a willing person

Yes, I am interested in serving on this committee

Yes, I am interested in serving as the chairperson

8. Lunch Program Committee – Peggy Mims, Coordinator

Purpose: To help provide hot lunches for TKA students.

Time commitment: Weekly, bimonthly, or monthly from 11:30-1:00

Responsibilities: Tallying lunch orders on Monday morning, helping serve lunch to students and helping clean-up tables and trays.

Yes, I am interested in serving on this committee at Lower School.

Yes, I am interested in serving on this committee at Middle School.

Yes, I am interested in serving on this committee at Upper School.

I have no preference as to where I'd like to serve.

9. Lower School Classroom Parent Coordinator Committee – Chairperson needed

Purpose: To organize service and provide communication to classroom parents.

Time commitment: Coordinating class parties (Christmas, Valentines, End of the Year) and arranging drivers for field trips.

Responsibilities: Those on this committee will serve as the Classroom Coordinator or “homeroom parent” for their child’s classroom. This involves organizing parties, field trips, and etc. or other activities the teacher may need help with. Only ONE coordinator is needed per classroom. (Classroom participation forms are included in the summer packet. All parents are asked to fill this out regardless of other committee obligations.)

Yes, I am interested in serving as my child’s classroom coordinator.

Yes, I am interested in serving as the chairperson.

10. Middle School Activities Coordinator – Chairperson needed

Purpose: To promote fellowship among Middle School students at school for special occasions.

Time Commitment: Flexible throughout the year

Responsibilities: To plan and organize fellowship among Middle School students, such as Christmas party and Valentine treats

Yes, I am interested in serving as the Middle School Coordinator

Yes, I am interested in assisting the coordinator by helping with an activity or providing refreshments, etc.

11. Computer Acquisition and Implementation Committee – Chairperson needed

Purpose: To provide support for computers located in the classrooms.

Time commitment: Flexible - availability is vital to keeping our programs up and running for the students.

Responsibilities: Troubleshooting problems on IBM computers and loading programs.

Yes, I am interested in serving on this committee.

12. Maintenance Committee – Steve Vargas, Chairperson

Purpose: To keep the school’s facilities, sports’ equipment and playgrounds in excellent condition.

Time commitment: Flexible

Responsibilities: Keeping playground equipment in good condition, helping to maintain school grounds, preparing grounds and equipment for soccer and basketball session.

___ **Yes, I am interested in serving on this committee.**

13. Recycling Committee – Steve Vargas, Chairperson

Purpose: To help make TKA students aware of recycling needs. Funds earned go to PTF projects.

Time commitment: One morning a month.

Responsibilities: Helping to collect and transport recycled items.

___ **Yes, I am interested in serving on this committee.** (Access to a truck/trailer is necessary.)

14. Job Shadow Day - Martha Chastain, Assistant Headmaster - Chairperson needed

Purpose: To give students the opportunity to explore career fields by job-shadowing people who are currently employed in that area.

Time Commitment: Partial day to host a student at your place of employment.

Responsibilities: Share with student about your career, answer their questions, tour the facility, introduce other employees with similar careers, etc.

___ **Yes, I am interested in hosting a student on Job Shadow Day**

15. Spiritual Life Committee – Betty Leviner, Spiritual Life Director - Chairperson needed

Purpose: To assist the spiritual life director in coordinating Missions Week, monthly Team Ministries, classroom ministries, special speakers, chapels, etc.

Time Commitment: Flexible

Responsibilities: Call parents and coordinate drivers and/or drive each month for team ministries; assist in preparing publications for the Spiritual Life department; help coordinate arrangements for Missions Week.

___ **Yes, I am interested in serving on this committee**

___ **Yes, I am interested in driving each month. (Days -TBA)**

___ **Yes, I interested in driving during Missions week. (March)**

___ **Yes, I am interested in coordinating craft projects for Missions week.**

___ **Yes, I am interested in helping with craft projects for Missions week.**

**BOOSTER CLUB– Ed Clements, President – If you child plays TKA sports,
.....Booster counts on your help! – Sign up for one of these 3 opportunities!.....**

1. Booster Club Concessions

Time commitment: Two to three hour time slots throughout athletic seasons

Responsibilities: Sell concessions during home athletic events

___ **Yes, I am interested in serving on this committee.**

2. Booster Club Gate Sales

Time commitment: One to two hour time slots throughout athletic seasons

Responsibilities: Sell tickets at the gate for home athletic events.

___ **Yes, I am interested in serving on this committee.**

3. Booster Club Merchandising:

Time commitment: Flexible

Responsibilities: Sell Booster Club merchandise at home athletic events, during lunchtime or in car line.

___ **Yes, I am interested in serving on this committee.**

.....DISCOVERY – Elizabeth Hicks – Director.....

Discovery Cookie Sales Committee – Chairperson needed

Purpose: To sell Otis Spunkmeyer cookies in the lunch room; proceeds used to support the Discovery Program.

Time Commitment: One to two hour time slots during lunch.

Responsibilities: Bake (small oven provided) pre-made cookie dough and sell cookies during school lunch time.

___ **Yes, I am interested in serving on this committee.**

**DEVELOPMENT OFFICE – Jennifer Hoover & Susie Bokelman – Directors –help in the
.....office, on the golf course or out at the Columns.....**

1. Development Volunteer – Jennifer Hoover, Development Director – PR/Marketing

Purpose: To help out in the development office.

Time commitment: Flexible

Responsibilities: Stuffing and mailing envelopes; sticking on labels, the Standard newsletter etc.

___ Yes, I am interested in serving on this committee.

2. Palmetto Pines Classic Committee – Ken Caudle, President - Chairperson needed

Purpose: The Palmetto Pines Classic is a sporting clays benefit shoot held in October to provide for general operating expenses, support the Scholarship Fund and special projects.

Time commitment: Flexible

Responsibilities: Work with committee organizing and procuring sponsorships for event.

___ Yes, I am interested in serving on this committee.

3. Golf Tournament Committee - Jennifer Hoover and Susie Bokelman Development Directors - Chairperson needed

Purpose: The Golf Tournament is held in May and raises funds for general operating expenses and the Scholarship Fund.

Time commitment: Flexible

Responsibilities: Work with the Development Office organizing and procuring sponsorships for the event.

___ Yes, I am interested in serving on this committee.

‘FUN’RAISERS – Tari Dean, Chairperson – join the fun and fellowship

.....of these 4 events.....

1. SCRIP Committee – Cynthia Knudsen and Ellen Wilhoit, Co-Chair

Purpose: To promote SCRIP program, order and sell gift cards. The proceeds from the sale of the gift cards will be used to reduce the debt on The Fine Arts and Athletic Facility.

Time commitment: Flexible

Responsibilities: Place weekly orders, prepare orders for distribution, distribute cards, sell in-stock cards in car pool lines and TKA events.

___ Yes, I am interested in serving on this committee.

2. Spring Auction Committee - Chairperson needed

Purpose: The proceeds from the Spring Auction will be used to reduce the debt on The Fine Arts and Athletic Facility.

Time commitment: Flexible

Responsibilities: Work with the “Fun-raisers: The Bright Idea Committee” to organize and gather items for the auction to be held in March.

___ Yes, I am interested in serving on this committee.

3. Jog-a-Thon Committee - Chairperson needed

Purpose: The proceeds from the Jog-a-Thon will be used to reduce the debt on The Fine Arts and Athletic Facility.

Time commitment: Flexible

Responsibilities: Work with the “Fun-raisers: The Bright Idea Committee” to organize, advertise and put on this event to be held in September.

___ Yes, I am interested in serving on this committee.

4. Celebration Dinner Committee - Chairperson needed

Purpose: To celebrate the good things the Lord has done and is doing at TKA and to remind supporters of the value of Christian education! Proceeds donated and pledged will reduce the debt on the Fine Arts and Athletic Facility.

Time commitment: Flexible

Responsibilities: Work with the “Fun-raisers: The Bright Idea Committee” to organize, advertise and put on this event to be held in the fall.

___ Yes, I am interested in serving on this committee.

