

Natalia ISD



Volunteer Handbook 2022-2023



Natalia ISD extends a warm welcome to our amazing Natalia ISD volunteers!!

Purpose: Natalia Elementary believes that greater family involvement in children's learning is critical to achieving a high-quality education. We are committed to creating partnerships with parents and the community to give family members every opportunity to get involved.

*According to the, Every Student Succeeds Act (ESSA) Public Law Section 1116, schools receiving Title I, Part A funds are **REQUIRED** to develop jointly with, agree upon, and distribute to, parents of participating children a written parent and family engagement policy.*

Getting Started: Guidelines & Policies

A written parent and family engagement policy explains how the LEA or the campus supports the important role of parents in the education of their children. Every LEA that receives Title I, Part A funds must have a written parent and family engagement policy. The same is required for every campus that receives Title I, Part A funds.

Reviewing the opportunities presented in this handbook may develop questions about a particular activity or volunteer position. The following is a list of parents and staff who can give you answers to help you decide how you would like to participate.

Natalia ISD Phone number 830-663-4416

Director of Special Programs: Leticia Buenrostro - ext. 7001 - Leticia.Buenrostro@NataliaISD.net

High School Principal: Marshall Myers- ext. 4001 - Marshall.Myers@Nataliaisd.net

High School Asst. Principal: Bridget Ayala - ext. 4002 - Bridget.Ayala@NataliaISD.net

High School Administrative Assistant: Alpha Gamez - ext. 4000 - Alpha.Gamez@NataliaISD.net

Jr. High Campus Principal: Adam Martinez - ext. 3001 - Adam.Martinez@NataliaISD.net

Jr. High Asst. Principal: Rebecca Melton - 3002 - Rebecca.Melton@NataliaISD.net

Jr. High Administrative Assistant: Michelle Mendez - ext. 3000 - Michelle.Mendez@NataliaISD.net

Elementary/ECC Campus Principal: Dr. Andrea Moreno-Hewitt - ext. 2001 - Andrea.Moreno-Hewitt@NataliaISD.net

Elementary/ECC Asst. Principal: Priscilla Harding - ext. 1001 - Priscilla.Harding@NataliaISD.net

Elementary Administrative Assistant: Desiree Gonzales - ext. 2000 - Desiree.Gonzales@NataliaISD.net

ECC Administrative Assistant: Maricela Valdez - ext. 1000 - Maricela.Valdez@NataliaISD.net

Community Liaison and Volunteer Coordinator: Marisa Saldana - ext. 7003 - Marisa.Saldana@NataliaISD.net

Parent Volunteers are always welcome at any of our school campuses. Here are a few procedures and guidelines to ensure your volunteer time is productive:

- All Volunteers must turn in a Volunteer form with a copy of a photo ID.
- Once your application is approved and the background check is cleared, you will receive an approval letter.
- Once the letter is received, your name will be added to our District Volunteer list, and you may begin volunteering at the campus/event of your choice.
- When volunteering, please park in the parking lot to keep lanes at and near the school's entrances clear per school safety policies.

- Before joining your activity, please be sure to go to the front desk and sign in so that the staff will know where you are in the building and get a name tag, so everyone else knows you are checked in.
- Please respect that classes may be in session and should not be interrupted without prior notice from the front desk.
- Be mindful of your dress attire, as it should be comfortable and appropriate to work on projects and/or interact with young students.
- Please refer to the NIDS Student Handbook for further specific school policies regarding visitors on campus.
- Have fun! Know that no volunteer effort is too small, and you, taking an active part at NISD, contributes on many levels to help our school provide quality education in an exciting, nurturing environment.

“Volunteers do not necessarily have the time; they just have the heart.” *Elizabeth Andrew*

Campus Improvement Committee - School Wide Development Plan

A Campus Improvement Committee will be formed and meet quarterly to develop our campus improvement plans and revise the Natalia ISD Parent Involvement Policy and Compact. The Committee is a community of stakeholders consisting of parents, caregivers, administrators, educators, and Natalia residents who are passionate about giving our children the best educational experience possible. You are officially a Campus Improvement Committee member by having a child in Natalia ISD. The need for Volunteers to serve on this committee will be publicized, and volunteers will be selected with special attention given to our Title I campus. The overall purpose of the Committee is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children. A time and location convenient for all members will be selected and conveyed accordingly. If you are interested in becoming a member of our Campus Improvement Committee, please contact:

Marisa Saldana/ Community Liaison (830)663-4417 (ext. 7003)

Parents are invited to attend parent meetings to improve School-wide/Title I programs, participate in planning committees &/or Volunteer for a family engagement event. Being involved in our Volunteer programs is your opportunity to meet other parents, teachers, and principals. Through your involvement, you will stay informed about your child's education and can participate in discussions shaping your child's experience at school. You will help plan and prepare for FUN family activities for your child's campus. Volunteers will stay in contact with Staff and Advisory Committee members to utilize our school resources to come up with activity ideas and to help promote events. As the year progresses, encourage more Parents to become involved, and volunteer to prepare for each event, as this will prevent volunteers from becoming overwhelmed. Having all members collaborate to create events but alternating the duties of preparing for the events between a few members will maintain the health of the Committee to continue to have more involvement year after year.

Below is a list of Volunteer opportunities by Campus to involve parents in the joint development of its district-wide parental involvement plan under section 1116 of the ESSA.

Early Childhood/Elementary Campus

Parent Compact and Policy will be shared at the following events:

- **Parent/Teacher meetings**
- **Meet the Teacher Night**
- **Parent Information nights - Dates and times per campus TBA**
- **STEM and Literacy Nights - Dates and times per campus TBA**

YEAR-ROUND VOLUNTEER OPPORTUNITIES:

- **Classroom** - Parent volunteers are regularly needed to help at all campuses.
- **Site-Based Decision-making Committee member**- be involved in planning, reviewing, and improving school-wide/Title I programs through regular and other special meetings.

Fall:

- **October Fall Festival** - Our annual Fall Festival invites Families to come out dressed in their Halloween costumes for a safe way to have fun and set the tone for Halloween. Volunteers are always welcome to help set up and clean up before and after the festival.
- **NES Book Fair:** Help promote our Book Fair, read a book, and/or organize activities associated with: Muffins for Mom and Donuts for Dads.
- **STEM and Literacy Family Night:** Help plan and promote our Family nights.
- **Parent-Teacher Conferences/Open House:** Help plan and promote our Open House. Come up with ideas to help encourage parents to come to visit their child's campus. (student performances, art shows, etc.)

Winter:

- **December Winter Party/Programs** - Help our teachers prepare for the Christmas parties and decorate for our Annual Christmas Program.
- **Family Movie Nights** - Help create and share Flyers to promote the event. Volunteer to set up and work the concession stand. Read a book and/or organize activities to do before the movie.

Spring:

- **ECC Easter Egg Hunt** - Help teachers in the activities laid out for the day, and help Chaperone some of the activities for our younger students.
- **Field Day** is a traditional springtime event for our campus. Help is always needed to promote, plan, set up, and clean up for the event.

Middle School Campus

YEAR-ROUND VOLUNTEER OPPORTUNITIES

- **Classroom** - Parent volunteers are regularly needed to help at all campuses.
- **Field trips** - Specific to each grade, classes may need chaperones.
- **Copying services** - Parent volunteers are regularly needed to help with copying needs.

Fall:

- **October Fall Festival** - Our annual Fall Festival invites Families to come out dressed in their Halloween costumes for a great way to have fun safely and set the tone for Halloween. Volunteers are always welcome to help set up and clean up before and after the festival.
- **STEM and Literacy Family Night:** Help plan and promote our Family nights.
- **Homecoming Parade:** Help prepare and organize for the Parade. Help decorate the town Blue. Get parents of Varsity Football players and Cheerleaders involved to plan a tailgating Pep Rally after the Parade. Involve our Pee-wee football players to join in the activities, and encourage their parents to help.
- **Parent-Teacher Conferences/Open House:** Help plan and promote our Open House. Come up with ideas to help encourage parents to come to visit their child's campus. (student performances, art shows, etc.)

Winter:

- **December Winter Performance:** Help our teachers prepare for the Christmas parties, and our Band director promote our Christmas concert.
- **Family Movie Night** - Help create and share Flyers to promote the event. Volunteer to set up and work the concession stand. Read a book and/or organize creative activities to do before the movie.
- **100th Day of school:** each campus will come up with a unique way to celebrate completing 100 days of the school year. Encourage students and staff to get involved.

Spring:

- **Sweetheart Dance** - February - Parent volunteers assist the Student Council with planning the Valentine's Day dance, helping with decorations, beverages, etc.
- **Valentine Treat** - Coordinated by class advisory reps, volunteers bring Valentine sweets for students or parents to buy to raise money for their student groups or graduating class.

High School Campus

YEAR-ROUND VOLUNTEER OPPORTUNITIES

- **Career Workshops/Luncheons** - Volunteer opportunities involve parents talking with students and/or giving presentations about the careers they pursued and how they chose courses in college.
- **Copying services** - Parent volunteers are regularly scheduled to help with the copying needs of high school staff or faculty.
- **Athletic Boosters volunteering** - Boosters provides meals for all Athletes for every away game or meet for each sport. They are always looking for Parent-Community Volunteers to help.

Fall:

- **October Fall Festival** - Our annual Fall Festival invites Families to come out dressed in their Halloween costumes for a great way to have fun safely and set the tone for Halloween. Volunteers are always welcome to help set up and clean up before and after the festival.
- **STEM and Literacy Family Night:** Help plan and promote our Family nights.
- **Homecoming Parade:** Help prepare and organize for the Parade. Help decorate the town Blue. Get parents of Varsity Football players and Cheerleaders involved to plan a tailgating Pep Rally after the Parade. Involve our Pee-wee football players to join in the activities, and encourage their parents to help.

Winter:

Blood drives: Assist in promoting and helping spread the word on blood drives held by our FCCLA class.

- **December Winter Performance:** Help our teachers prepare for the Christmas parties, and our Band director promote our Christmas concert.
- **Family Movie Night** - Help create and share Flyers to promote the event. Volunteer to set up and work the concession stand. Read a book and/or organize creative activities to do before the movie.

Spring:

- **Valentine Treat** - Coordinated by class advisory reps, volunteers bring Valentine sweets for students or parents to buy to raise money for their graduating class.
- **Prom - April** - Parent volunteers assist the Student Council with planning this semi-formal dance, helping with venue selection and reservations, decorations, beverages, etc.
- **Senior Farewell Lunch** - Parent volunteers support the Senior Sponsor and High School staff by helping set up, serve, and clean up a parting lunch for senior students.

Band Booster Club and Athletic Booster Club

The lessons for our students do not end with the final bell of the day if they're involved in extracurricular activities. The Natalia Band Booster Club and Athletic Booster Club is a support group comprised of parents and Staff members. You can be a part of a message sent through our Booster Club that athletics promote lifetime values that cannot always be learned in the classroom. Your support of our Booster groups is essential to our educational mission. Here are some ways you can help:

- **Pregame and halftime set up** - Help with the Football run-through before the game and help the band set up for the halftime performance.
- **Concession Stand** - Serve food and beverages from the concession stand at the Football Home games. Volunteers are asked to work at least half the game they are assigned. Full-game Volunteers are also welcome.
- **Sale Spirit items** - Help push and promote the sale of the various Spirits shirts or other items we have to sell.
- **Grillmaster-** This is a great way to get Dad's involved, to cook and wrap items to sell in the Concession Stand. Volunteers are asked to set up and warm up the grill, cook items, then turn off and clean the grill once all items are cooked.
- **Concession Set-up** - Volunteers help stock concessions with all items needed, including food, beverages, cash box, and grill supplies, to ensure everything is ready for the next game. The time commitment varies.

Evaluation

Natalia ISD will work with the Campus Improvement Committee to evaluate the effectiveness of the Parent/Community Involvement Policy. Surveys, observations, and additional resources will be used to determine the need for revisions and

adjustments. Parental input will be continuously sought, as it is crucial to the success of this Committee - so that the Title I program will be tailored to meet those needs. Revisions will be agreed upon with parent input and will be communicated appropriately. An annual revised copy of our Parent Policy Handbook will be provided to the parents of every student at Natalia ISD.

Concluding Statement

The Board and staff at Natalia ISD are committed to improving our schools and giving our students the tools and skills to adapt and contribute to society's changes successfully. The Board of Trustees has adopted a new Strategic Plan with the objective that Natalia ISD will have Partnerships with 100% Engagement from Stakeholders to Promote Lifelong Learners that Contribute Positively to the Community. To meet this objective, we need your help. Let your priorities show—Your attitude toward school attendance, education, and involvement in the school make a strong and lasting impression on your child/children.

“At the end of the day, the most overwhelming key to a child’s success is the positive involvement of parents” - *Jane D. Hall.*

“Teaching kids to count is fine, but teaching them what counts is best.” - *Bob Talber.*

“Alone we can do so little; together we can do so much” *Helen Keller.*

“Coming together is a BEGINNING. Keeping together is PROGRESS. Working together is SUCCESS” *Robert Ford*

