

# **Monclova Area Parents (MAPS)**

## **Welcome to Monclova Primary School!**

Welcome to new and returning Monclova families! This letter is to introduce you to MAPS and to inform you about some of the things that MAPS does for the students, school, teachers, and families of Monclova Primary School.

### **What is MAPS?**

Monclova Area Parents (MAPS) is recognized as a 501 (c)(3) organization that is responsible for the fundraising needed to fund various field trips, assemblies, and purchase school related items the teachers & staff may need throughout the school year. MAPS also coordinates various events during the year for the students & families. We are always looking for families to help by volunteering at these events. Thank you for your consideration to volunteer!

### **2022-23 MAPS Meetings**

We have several meetings planned during the year. These meetings are an excellent way to get involved with the school and learn about the upcoming events that we have planned. You have a chance to connect with other Monclova families, find out how to get involved, and hear from our principal – Mrs. Murry. Points will be earned for the children’s classroom for each meeting you attend. At the end of the year, the class with the most MAPS points will get a special surprise! You can find a list of upcoming MAPS events and meetings in the MAPS Newsletters, General Gazette, & MAPS Facebook page. **All meetings begin at 7:00pm**, and last approximately one hour. Meetings are typically held in the Monclova Library with the exception of our first meeting “Apps with MAPS” meeting which is in the school Community Room. (Note, there may be a need to hold virtual meetings in the event of school closings.)

### **Fundraising**

Our major source of income for the school is held in the Fall with vendor Club’s Choice Fundraising. This year we are excited to continue working with this reliable vendor. We have also had great success with Dine-to-Donate while supporting several local family owned restaurants. A new addition for Dine-to-Donate will be Food Truck events. We will also be introducing a new fundraiser called “No Brainer Fundraiser”. This will allow families, co-workers, & friends to make monetary contributions directly to MAPS.

### **Help Wanted!**

We are always in need of volunteers! You can make the decision to chair an open committee or sign up as a volunteer at one of the many activities we offer throughout the school year. You do not need any previous volunteering experience to help. The MAPS Officers will provide all the necessary tools & resources needed to have a fun & successful event! Thank you for considering volunteering.

### **For More Information**

- ⇒ Check out our Facebook Page: Monclova Area Parents (Private Group – answer questions to gain access)
- ⇒ MAPS Newsletters are distributed via email after each MAPS Meeting.

### **MAPS Officers**

- ⇒ President: Mari Ness | Phone: (419) 460-7748 | mari.ness1@hotmail.com
- ⇒ Vice President: Abbie Spillis | Phone: (419) 344-5139 | abakes4@yahoo.com
- ⇒ Treasurer: Jamie Smeltzer | Phone: (419) 304-0103 | jamiebrooke923@gmail.com
- ⇒ Secretary: Allison Hendricks | Phone: (419) 450-8380 | allihendricks23@gmail.com

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**Attend the Meetings ~ Ask Questions ~ Get Involved ~ Have Fun!!**

## **MAPS COMMITTEE DESCRIPTIONS**

**Club's Choice / Cookies & More Sale:** In the Fall, Monclova Primary students sell frozen baked goods, home items, and many other items from our vendor, Club's Choice. Each student receives an order form and has approximately 2 weeks to sell items to family & friends to raise money for our school. The chairperson acts as the liaison between the Company and MAPS and gathers extra volunteers to assist in order distribution on the day of delivery. This is our school's largest fundraiser. (3-4 volunteers)

**Student Directories:** In the Fall, the phone directory of Monclova Primary students is assembled. Sales of the directories begin the week school begins and are distributed into the 2 & 3rd week of school. The chairperson is responsible for setting up the electronic printing and assembling of the books. The directories are a great resource for Monclova Primary families. (MAPS Board Led)

**Birthday Book Club:** Students may donate a book to the library in honor of their birthday. This typically occurs the month of their birthday but can be done anytime (i.e. at the half birthday for summer birthdays). Books are brought to school either wrapped or in a gift bag. When the book is given to the librarian, she will read some of or the entire book during the students scheduled library time. The student's name is put in the book and listed in the General Gazette newsletter. A MAPS volunteer sends home the information with the student during their birthday month. (1 volunteer)

**Box Tops for Education:** Collecting Box Tops is an easy way to get "free" money for our school. The chairperson is accountable for collecting Box Tops from classrooms and trimming and grouping them to specification prior to sending into General Mills. (1-2 volunteers)

**Office Help:** The office help volunteer provides the service of making copies for all committees and distributing the copies to teacher mailboxes for student distribution. This typically involves a weekly commitment of 30 min-1 hour (1 volunteer)

**Spirit Wear:** In an effort to promote and support school spirit, Monclova/Anthony Wayne attire is sold during the Fall/Winter/Spring. Several different items (shirts, shorts, sweatshirts, hats, and blankets are available to purchase. The chairperson will work with local vendors to build a catalog, distribute catalog to students, collect orders, and distribute items when they are delivered. (1-2 volunteers)

**Yearbook:** Each year Monclova Primary creates a yearbook for students to purchase. It is a wonderful keepsake for students to preserve their grade school years. The chairperson(s) collect pictures and assist the publishing company with layout as well as distributing yearbooks to classrooms. (1 volunteer)

**Blood Drive:** Each year MAPS partners with the American Red Cross to host a blood drive through the Pint-Size Hero program. This program introduces students to the components of blood and the importance of blood donation. You can support your student, our school, and help save lives by donating blood and recruiting donors. We also need volunteers to set up the event, work the check-in table, and replenish refreshment on the day of the drive. (5-7 volunteers)

**Movie Nights:** Throughout the year, MAPS partners with the Maumee Indoor Theater to hold 3-4 school movie nights. (10+ volunteers)

**Dine-To-Donate:** This is coordinated with local restaurants each month for a dine-in experience that will give a percentage of proceeds to MAPS. The chairperson(s) are responsible to coordinate a date in the evening with a local restaurant for a dine-in night. This person will make and distribute flyers to the students at the school. Past successes include Freeze Daddy, Chipotle, & Frontera to name a few. The volunteer will also coordinate 2 Food Truck nights for additional dine-to-donate opportunities. Pizza nights will fill in gaps throughout the year with Marco's & Pizza Hut. (2 volunteers)

**Fall & Spring Book Fair:** Students have the opportunity to purchase books for themselves and their teachers at the Fall and Spring book fairs. This activity is held over 3-4 days. Volunteers are needed for set-up/take down, shopping help with students, managing inventory, and cashing out students. The chairperson acts as a liaison with book company and is responsible for recruiting volunteers for the event. (10+ volunteers)

**Secret Santa:** A Santa Shop is set up in the Community Room each December with holiday gifts students can purchase for their loved ones. Committee chairperson(s) will coordinate with MAPS Officers to shop for all gift items to be sold during the event. Chairperson(s) directly assists students with shopping, cashing out, wrapping gifts and set-up/tear-down of the event. (20+ volunteers)

**Hoen's Gift Card Sale:** In April, we partner with Hoen's Greenhouse to sell \$25 gift cards to their greenhouse. For every gift card sold, our organization receives \$5. The chairperson works to distribute order forms, collect payments, and distribute gift cards to classrooms. (1 volunteer)

**Teacher Appreciation Week:** This is our opportunity to thank our teachers, school staff, and bus drivers for all they do for our children. This takes place in May for 5 days. In the past we have shown our gratitude by catering breakfast & lunches, provide gift(s) and/or gift certificates, etc. The chairperson(s) plans the tentative daily schedule, then works with the MAPS Officers regarding budget and coordination with Monclova Principal & Staff. (2-3 volunteers)

**Donuts at Dawn (Male Attendee):** In the Fall, students invite their dads, grandfathers, uncles, or a special friend to join them for breakfast one of two mornings before school. This is an annual event that takes place in the fall and is a great way to show appreciation for all they do. Volunteer duties include purchasing donuts and supplies, set-up, and clean-up. Monclova "moms" are asked to help serve our students and guests on those two mornings. This event coincides with the Fall book fair. (5-6 volunteers)

**Donuts at Dawn (Female Attendee):** In the Spring, students invite their moms, grandmothers, aunts, or a special friend to join them for breakfast one of two mornings before school. This is an annual event that takes place in the Spring and is a great way to show appreciation for all they do. Volunteer duties include purchasing muffins and supplies, set-up, and clean-up. Monclova "dads" are asked to help serve our students and guests on those two mornings. This event coincides with the Spring book fair. (5-6 volunteers)

**Silent Auction:** The committee chair solicits donations from local businesses as well as Monclova families. The chairperson is responsible for mailing out letters and calling on local businesses to request donations as well as collecting and organizing donated items. A program of all items available for bid is created and distributed prior to the auction. The funds from the auction help pay for Family Fun Night. (2-5 volunteers)

**Family Fun Night:** This school wide event is fun for the whole family! There are games, food, prizes, bounce houses, crafts, etc. for all to enjoy. Assistance is needed to plan activities with vendors, set-up, and take-down and supervise various stations. This event is held in May. (10+ volunteers)

**4th Grade Party:** Before the fourth-grade students leave Monclova Primary, they are presented with a send-off party. The chairperson selects the location, negotiates contracts (with MAPS Officers), plans activities, secures volunteers, distributes/collects flyers & consent forms to students, and arranges food/beverages (if applicable). This event is held the last week of school and hosted off-site. In the past this has been held at Urban Air Adventure Park. (3-4 volunteers)

**Last Day Blast:** The last day of school is a fun day for all students at Monclova Primary. Stations are set up for relays, crafts, tug-of-war, etc. Parent volunteers are needed to oversee stations and assist with games and crafts. The chairperson is responsible for planning the activities of the day and recruiting volunteers. (20+ volunteers)

**Pre-packaged School Supplies:** This program was initiated to assist parents with the purchase of school supplies. The supplies are identified by teachers and purchased from an organization that pre-packaged school supplies and ships direct to the school in time for the open house. The chairperson is responsible for distributing the order forms the previous year and delivering the supplies to the classrooms before the open house. Sale is held March through mid-June. (1-2 volunteers)

**Bowling Bash Event:** In January, male students invite their mothers, grandmothers, aunts, or a special friend for a fun filled event. Committee chairs are responsible for securing the location and vendors needed to provide the activities for the event. (10+ volunteers)

**Little Ladies Night Out:** In May, female students invite their fathers, grandfathers, uncles, or a special friend to accompany them to a formal dance held on or off-site. Activities include a DJ, a photographer, crafts, refreshments and dancing. Committee chairs are responsible for organizing the dance and the vendors needed to provide the activities for the event. (10+ volunteers)

**Girls in the Garden:** In September, female students invite their mothers, grandmothers, aunts or a special friend for a fun filled event. Committee chairs are responsible for securing the location, and vendors needed to provide the activities for the event. (2-3 volunteers)

**Pucks & Pals:** In February, male students invite their fathers, grandfathers, uncles or a special friend to accompany them for a fun filled event. Committee chairs are responsible for securing the location, and vendors needed to provide the activities for the event. (2-3 volunteers)

**Imagination Station:** In January, this event is held during the school day and consists of hosting the Imagination Station at the school. There are three festival options to choose from. The chairperson will choose the appropriate festival and coordinate over a two-day block. (48 - 1/2 day volunteers)

**Claire's Day Author:** This event is held in the spring around Claire's Day. The chairperson will arrange an author visit to the school and will be the primary contact between the author and the school. The chairperson is responsible for ordering the author's books for the students to purchase and get signed by the author. The day of the event, the chairperson ensures the author has everything they need for their presentation. (1-2 volunteers)

**Barnes & Noble Night:** This event is held in the Winter. The chairperson is responsible to set up the event with Barnes & Noble and work to promote the event to Monclova families. Teachers come to the event to read to students. Coordination of a teacher reading schedule is necessary as well. (1 volunteer)

**Buff City Soap Fundraiser:** This event is held in November for early holiday shopping. We will partner with Buff City Soap in Holland to bring you custom designed bath bombs and bar soap. The soap names will be Anthony Wayne themed and will have a variety for everyone. (1 volunteer)

**No Brainer Fundraiser:** This fundraiser is a simple, tax deductible, no-frills way to support MAPS! This is for those that want to help & contribute to MAPS, but do not want to participate in the traditional fundraisers. It's a no brainer! (MAPS Board led)

⇒ Want to lead one of these committees? Please contact a MAPS Officer to inquire.

⇒ Want to volunteer but want someone else to lead the committee? We have many events/fundraisers in need of volunteers to make each event successful. Please contact one of the MAPS Officers to inquire.



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