



LIETZ ELEMENTARY
HOME AND SCHOOL CLUB INFORMATION
BOOKLET

Updated September 2020

What is the Lietz Home and School Club?

The Lietz Home and School Club is a 501(c)(3) non-profit organization whose purpose is to provide funds and volunteer support for a variety of enrichment programs and school enhancements. These programs also serve to build community strength and spirit. In order to fund these programs, the Lietz Home and School Club (HSC) hosts several fundraisers.

Lietz Home and School Club Sponsored Programs and Activities

Below is a list of the programs we support annually. Programs may be added or deleted as necessary. Detailed descriptions of each of these programs are included later in this booklet. See our website for the most up to date information.

Art Vistas	Odyssey of the Mind
Art & Clay Show	Pizza and Bingo Night
Assemblies and Field Trips	Project Cornerstone
Back to School Picnic and Movie Night	Safety Patrol
Create with Clay	Scholastic Books for Teachers
Drama Program	School Assemblies
Evening Around the World	School Improvements
Field Trip Bus Grants	Science Camp Scholarships
Fifth Grade Promotion	Special Teacher Requests
Garden Club	Spring Carnival*
Holiday Workshop	Staff Appreciation
Ice Cream Sales*	Sweetheart Dance*
Kinder Yard Duty	Teacher Grants
Math Olympiad	Walk N Roll
Music Program	Yearbooks
	<i>*also serve as fundraisers</i>

Lietz Home and School Club Fundraisers

The following fundraisers make the above programs possible. Fundraisers may be added or deleted as necessary. More detailed descriptions of each of these fundraisers are included later in this booklet. See our website for the most up to date information.

Amazon Smile	Scholastic Book Fairs
Box Tops	Silent Auction
Chef's Night Out	Spirit Wear Sales
Ice Cream Sales	Walkathon

YOU make the difference!

We need your help and expertise to make our programs and fundraisers happen. There are many ways to get involved, and various time commitment levels. You can serve on the Home and School Club Board, chair an event, program, or fundraiser. You can be a classroom volunteer or fill a volunteer shift for one or more of our programs, events, or fundraisers. If you have small children at home or work full-time, you can still participate! Specific needs for each program and fundraiser are outlined in the rest of this booklet.

How to stay informed

- We invite and encourage you to attend our HSC meetings to hear updates from the principal and teachers, as well as all current projects, programs, and fundraisers. If you can't make it to our meetings, make a point to read the meeting minutes. Meeting schedule and minutes are posted online at www.lietzhsc.com.
- Please read our HSC newsletters to stay abreast of upcoming events and current volunteer needs. A hard copy of the newsletter is included in your child's Thursday envelope, and online versions are available on our website.
- Be sure your email address is current with the school and with the HSC.
- Check out our bulletin board to the left of the office for up-to-date information.
- Our website has the most current information, so be sure to refer to it from time to time, or when you are looking for something specific.
- Of course, you are always welcome to contact any of our Executive Board members or Program Chairs. Current contact information is listed at the end of this booklet, as well as on our website.
- Please visit www.lietzhsc.com for the latest information and resources.

Art Vistas

Art Vistas brings art to life by introducing students to famous artists and their work. Six times throughout the year, classroom volunteers bring prints into the class, discuss art concepts and techniques, and lead art projects with the class. The HSC supports this program by recruiting and training the volunteers and funding the materials needed for the projects.

Volunteer Needs:

- Chairperson: Assists teachers with recruiting classroom volunteers, attends district meetings, assists with training of classroom volunteers, coordinates pick up and drop off of prints, coordinates schedule of classroom presentations, purchases art materials for projects, manages program budget, markets program needs and events through HSC newsletter, website, bulletin board, and posters.
- Classroom Volunteers: Attend general and grade specific training, prepares and conducts class lesson six times per year, coordinates classroom lesson schedule with teacher and sign up on Art Vistas calendar.

Art and Clay Show

Docents work together to display student projects from both Art Vistas and Create with Clay. This event is usually held during evening hours in the late spring.

Back to School Picnic and Movie Night

Our Back to School Picnic and Movie Night brings students and their families together for an outdoor movie. Many bring their lawn chairs, pajamas, and blankets for this fun family event.

Volunteer Needs:

- Chairperson: Manages budget, selects and orders movie per Board approval, secures appropriate event equipment, manages set-up and tear down of event, purchases and coordinates selling of snacks and drinks, recruits volunteers to help with event, markets event through HSC newsletter, website, bulletin board, and posters.
- Event Volunteers: Assists Chair with planning, marketing, setting up & tearing down event, and purchasing and selling snacks.

Boxtops for Education

Scan your receipt when you purchase grocery items specially marked with "Boxtops for Education". The Boxtops app is free to download and use. Every code earns ten cents for HSC when you link your account with Lietz HSC.

Create with Clay

Create with Clay allows students to produce three complete clay projects per year. Each project requires two classroom visits to complete – one to form the project and one to glaze the project. Each grade level is introduced to more difficult techniques.

Volunteer Needs:

- Chairperson: Assists teachers with recruiting classroom volunteers, trains classroom volunteers, coordinates schedule of classroom visits, purchases materials for projects, responsible for organization and upkeep of clay closet and other clay equipment and materials, fires projects in timely manner, manages program budget, markets program needs and events through HSC newsletter, website, bulletin board, and posters.
- Classroom Volunteers: Attend training, coordinate classroom lesson schedule with teacher and signs up on clay calendar, selects appropriate projects for class with teacher input & approval, prepares and presents class lesson six times per year, keeps track of when projects are complete to deliver to students, stores one project for Art & Clay Show in classroom or at their home.

Evening Around the World

This is a free event held on campus that celebrates countries and cultures around the world. Families share dishes from their culture, enjoy musical and dance performances, listen to international stories, and learn about life in other countries.

Field Trip Bus Grants

Each grade level takes two-four field trips per year. The HSC supports these field trips by funding some school bus trips per grade level annually.

Fifth Grade Promotion

We like to send off our Fifth graders in style with some decorations and a small post-promotion celebration with cookies and drinks.

Volunteer Needs:

- Chairperson: Manages budget, purchases decorations and refreshments, recruits volunteers to assist with event.
- Event volunteers: Assist chair with whatever duties requested.

Garden Club

Students have the opportunity to plant fruits and vegetables in the school garden. Parent volunteers open the garden every Wednesday at lunch for students. In addition, each grade level has a dedicated planting bed. Teachers can bring their students out to the garden for science lessons and opportunities to maintain their planting bed.

Volunteer Needs:

- Chairperson: Manages budget, purchases supplies, and recruits volunteers.
- Program volunteers: Assist chair with whatever duties requested.

Holiday Workshop

In December, the HSC hosts a holiday craft-making workshop during the school day, giving students the opportunity to create hand-crafted gifts for their family and friends.

Ice Cream Sales

Ice cream is sold on Fridays after school throughout the year.

Volunteer Needs:

- Chairperson: Purchases ice cream as needed, sells ice cream, and recruits volunteers.
- Program volunteers: Assist chair with whatever duties requested.

Kinder Welcome and Staff Luncheon

Incoming kindergarten students receive a book. The HSC hosts a lunch for staff at the beginning of the school year.

Kinder Yard Duty

The HSC provides support to fund kinder aids to assist the kindergarten teachers during recess.

Math Olympiad

Math Olympiad is an after-school math club. Math Olympiad contests aim to foster an interest in math and improve the mathematical skills of participants through team-based competitions.

Music

An ORFF certified teacher provides music to every class once a week. Students build musicianship through singing, playing instruments, speech, and movement.

Odyssey of the Mind

Odyssey of the Mind (OM) is an international creative problem-solving competition. Teams of 5-7 students work throughout the school year to solve one long-term problem and practice spontaneous problem solving. Teams present their long-term problem solution to a regional panel of judges at a spring competition.

Pizza and Bingo Night

Our Pizza and Bingo Night brings students and their families together for an evening of food and bingo. After a pizza and salad dinner, families enjoy desserts, playing bingo, and winning prizes.

Volunteer Needs:

- Chairperson: Manages budget, coordinates meal preparation, manages set-up and tear down of event, recruits volunteers to help with event, markets event through HSC newsletter, website, bulletin board, and posters.
- Event Volunteers: Assists Chair with planning, marketing and setting up & tearing down event, and meal preparation.

Project Cornerstone

Volunteers read books every month and lead a discussion and activity in the classroom. Stories focus on building friendship skills, increasing student-to-student respect, how to avoid bullies, and how to contribute to a building a positive community culture.

Volunteer Needs:

- Chairperson: Attends training sessions, assists teachers with recruiting classroom volunteers, trains classroom volunteers, coordinates schedule of classroom lessons, purchases materials for lessons, manages program budget, markets program needs and events through HSC newsletter, website, bulletin board, and posters.
- Classroom Volunteers: New Readers attend a one-time 90-minute training. All readers attend a one-hour training every month and prepare and bring their lesson into the classroom. Coordinate classroom lesson schedule with teacher and sign up on Project Cornerstone calendar.

Scholastic Books for Teachers

Books are purchased for every teacher 1-2 times a year during our school wide book fairs, using Scholastic Dollars.

Scholastic Book Fair

Scholastic Book Fairs are held once or twice a year, during the Fall and/or Spring. The book fair offers a wide selection of books for toddlers, kids, and adults to choose from, including new titles. The Scholastic Book Fair is a great way to increase your child's classroom library by purchasing books from the Teacher's wish list. Proceeds from the book fairs benefit Lietz HSC.

School Assemblies

School assemblies are scheduled throughout the year to support programs and initiatives.

School Improvements

Maintain common areas around the school, including planting beds.

Science Camp Scholarships

Families who need help funding their child's trip to science camp may qualify for a grant.

Silent Auction

Our Silent Auction is our second-largest fundraiser of the year and is usually held during the Spring Carnival. There is a wide selection of products for you to bid on, such as tickets to sport events, gym memberships, cruises and trips, gift certificates to restaurants, gift baskets, classroom creations, and many more. All proceeds benefit Lietz Home and School Club.

Special Teacher Requests

Teachers can make a request to receive funds for the purchase of special equipment or supplies for their classroom.

Spirit Wear Sales

Show Lietz Lion pride by wearing Lietz logo t-shirts and sweatshirts. Lietz products can be purchased through the program chairperson (lietzspiritwear@gmail.com).

Spring Carnival

The Spring Carnival is one of the larger fundraisers of the year. Students and families come together to play carnival games, eat, and socialize.

Volunteer Needs:

- Chairperson: Manages budget, secures appropriate event equipment and vendors, manages set-up and tear down of event, coordinates selling of food and drinks, recruits volunteers to help with event, markets event through HSC newsletter, website, bulletin board, and posters.

- Event Volunteers: Assists Chair with planning, marketing and setting up & tearing down event, coordination of equipment and vendors, and coordinating food and drink sales.

Staff Appreciation

During one week in May the school comes together to show their appreciation for the staff at Lietz by showering them with flowers, meals, gifts, and cards.

Volunteer Needs:

- Chairperson: Manages budget, secures donations, manages set-up and tear down of event, recruits volunteers to help with event, markets event through HSC newsletter, website, bulletin board, and posters.
- Event Volunteers: Assists Chair with planning, marketing and setting up & tearing down event, and securing donations.

Sweetheart Dance

Held in February, this is a time for Lietz children and their parents to have a fun night of dancing and refreshments.

Teacher Grants

Teachers receive a yearly grant to purchase supplies and materials for their classrooms.

Walk N Roll

On Wednesdays, students are encouraged to walk, bike, or skate to school by any means other than a car. In addition to the benefits to the environment and reduced school traffic, students are rewarded for walking or rolling to school with raffle tickets and prizes.

Walkathon

The Walkathon is our largest fundraiser of the year. Students collect donations, earning prizes, and walk with their classmates. The Walkathon is always a fun and exciting afternoon for the students and families.

Volunteer Needs:

- Chairperson: Manages budget, secures appropriate event equipment, manages set-up and tear down of event, recruits volunteers to help with event, markets event through HSC newsletter, website, bulletin board, and posters.
- Event Volunteers: Assists Chair with planning, marketing and setting up & tearing down event, and coordination of equipment.

Yearbook

Parent volunteers create a yearbook each school year.

Volunteer Needs:

- Chairperson: Manages budget, recruits volunteers to take photographs, recruits volunteers to create the layout of the yearbook, markets the sale of the yearbook through HSC newsletter, website, bulletin board, and posters.
- Program Volunteers: Assist chair with requested duties.

Lietz Home and School Club Executive Board

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Please visit our website at www.lietzhsc.com for up to date information.

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