

BIG SANDY AREA HEAD START PROGRAM
PARENT VOLUNTEER IN-KIND SHEET
KEY GUIDE

JA—Janitorial in nature. This can consist of sweeping and dusting classroom, picking up toys after playtime, and general straightening of room.

HA—Home Activity. Time spent performing an activity outside of normal classroom time can be counted. Specific home activity sheet must be completed appropriately in order for this time to be counted.

BM—Bus Monitor. Parents providing bus monitor services during morning and afternoon runs as well as monitoring services during field trips.

FT—Field Trips. Include but are not limited to ensuring safety of children, assisting with lunches, helping to ensure appropriate behavior at outside events such as parks and playgrounds.

NA—Nutrition Activity. Examples would include promoting healthy eating habits, seasonal tasting parties, and recipe instruction examples. Assisting with breakfast and/or lunch procedures.

PCM—Attendance at policy committee and policy council meetings.

CCM—Center Committee Meetings and inclusive of advisory meetings.

GEA—Group Educational Activity such as exploration/center time, each child chooses the timing and location of his activities with lots of hands-on activities such as clay, blocks, painting, cutting, etc. Academic subjects are taught during their choice time, using items that can be manipulated, such as blocks, counters, plastic animals, etc. These activities give the children an opportunity to learn to function in a group, share ideas and beginning listening skills **but are only a short portion of the day.**

SS—Socialization Skills. This broad category includes volunteer classroom readers. Children want to read and understand books and other written material. Volunteers are needed to come and read to the children. Also children will often draw pictures and will explain what the picture is about. Volunteers are also needed to write down what the children say about their pictures.

This classification would also include special events such as group seasonal celebrations, grandparents day and holiday plays which involve peer to peer interaction.

GS—Guest Speaker. Most often a community volunteer or representative who gives presentations in the classroom such as dental hygiene, a police officer or a fireman.

PCI—Parent Curriculum Involvement. Volunteers are often needed to further and enhance classroom curriculum. Examples would include donating time to cut out items for lesson plans, decorating the room for certain lessons as well as classroom observations. Assisting with letter-word identification, early writing, early math, and creative curriculum.