

LONGFELLOW ELEMENTARY SCHOOL

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DAWN CARRIGAN, PRINCIPAL CHRIS BEARCE, ASSISTANT PRINCIPAL

VOLUNTEER INFORMATION

Dear Interested Volunteer,

Thank you for your interest in volunteering. Volunteers are an integral part of the Longfellow School culture. I hope that you, as a parent/guardian, relative or community member will consider volunteering at Longfellow this year. The opportunities are many and varied: a one-time contribution as a field trip chaperone, as a tutor on a weekly basis, at home or in the school, working with students or helping with administrative needs, etc. Your contribution will enhance the learning of our students.

My fundamental role as the Community Coordinator is to enrich student learning by seeking resources for the students to be more involved with the larger community, and to get the community more involved with the school. We are fortunate to have business partnerships with Pierce Atwood, Risbara's Greenhouse, CRBE/Boulos Company, JT Services and the Portland Police Department, as well as great support from the Longfellow community of families, Foster Grandparents and many of our neighbors.

For first time volunteers, whether a one-time visit, or the start of regular volunteer support, we ask that you complete both sides of the volunteer application. The Volunteer Application is part of the registration packet for new and kindergarten families. We also ask our families to complete the Volunteer Survey at the start of each school year as the information collected tends to change year-to-year. We ask that you complete the Volunteer Survey for your youngest child only at Longfellow School.

By completing these forms, you are not *committing* to volunteering. As volunteer opportunities become available, you will be contacted to check on your interest and availability. It will be necessary for us to have a completed and processed application, and confidentiality form, on file for you before you begin volunteering.

Suggestions, feedback and volunteer ideas are encouraged! Please do not hesitate to contact me. My email address is: rileym@portlandschools.org. You can also call me at: 874-8195.

Thank you in advance for your time and energy!

Regards,

Melissa Riley
Community Coordinator

Please see reverse.

