**Parents’ Back to School Checklist**

**1. Be a Part of the School Directory**

Wyngate’s Parent Teacher Association (PTA) publishes the only school directory. This valuable resource includes contact information for families, class rosters and more. See section 2 (below) to learn how you can get your very own copy. In order to be included in the directory, you MUST take the following steps **by September 22**:

* *If you were in the directory last year* or have already given the PTA your email address, you should have received an email fromwyngate@atozconnect.comwith your unique login information. You must log in and VERIFY/SAVE your information in order to be included in the directory. If you have not received this email, go to www.atozconnect.com and click on Forgot Password. If your email address has changed since last year, email the PTA Directory Committee at wyngateesdirectory@gmail.com so that we can update your profile.
* *If you are new to Wyngate* or you are not already in the directory database, visit www.atozconnect.com and click on “Sign Up Now” at the bottom of the page. Follow the instructions to create an account. Once the directory administrator has approved your account, you will receive an email with your login information so that you can add/verify your contact information.

**Questions about the directory? Contact Rachel Fisher at wyngateesdirectory@gmail.com.**

**2. Join the PTA**

While you are verifying your data for the directory, please consider joining the PTA. Your membership includes the good feeling of knowing that you’re supporting our beloved school, hardworking teachers, our children and community. (Turn over this page to learn what we do.) Plus, you’ll receive a hard copy of and online access to the directory. Joining is easy. Either complete the membership processonline when you verify your directory information or simply return this form along with a check to the main office (send via your child’s backpack).

PTA Member Name(s):

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

First Last Email

2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

First Last Email

Name of youngest Wyngate student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade: \_\_\_\_ Teacher: \_\_\_\_\_\_\_\_\_\_\_\_

Individual memberships: \_\_\_\_\_ X $25 = $ \_\_\_\_\_\_\_\_\_

Family memberships: \_\_\_\_\_ X $40 = $ \_\_\_\_\_\_\_\_\_

Additional directories: \_\_\_\_\_ X $ 5 = $ \_\_\_\_\_\_\_\_\_

Additional tax-deductible contribution to support the PTA’s events and programs $ \_\_\_\_\_\_\_\_\_

**TOTAL (checks should be made payable to “Wyngate PTA”) $ \_\_\_\_\_\_\_\_\_**

Completing this form does not mean that your name will be in the directory. You must also verify your information (see above) to guarantee that your name is included in the directory. I (we) understand and agree that the Wyngate Directory is not to be used for any solicitation purposes, nor provided to outsiders.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

**Questions about PTA membership? Contact Andrea Bonior at wyngateesmembership@gmail.com.** (OVER)

**What Does the PTA Do?**

*Your PTA membership dues and parent volunteers support*

*our school, students, teachers and community by:*

**Sponsoring family events**

* Back to School Picnic
* Bingo Night
* Ice Skating Night
* Multicultural Night
* Science Fair
* Spring Fair
* Wyngate's Got Talent

**Sponsoring in-school events**

* Artist in residence (third grade)
* Cultural arts assemblies
* Fun Run

**Raising much-needed funds for the school**

* Book Fair
* Boxtops for Education Program
* Grocery store loyalty programs

**Supporting our teachers and community by**

* Assisting office with administrative tasks
* Buying supplies for the health room
* Hosting the annual staff appreciation luncheon
* Landscaping the school grounds
* Purchasing instructional materials for classrooms
* Providing gifts to staff at times of joy and sorrow
* Reimbursing teachers for classroom supplies
* Organizing WE CARES community service events
* Underwriting professional development courses for teachers

**Feeding our staff, students and parents**

* Back to School Night
* Sneak a Peek Day
* Staff meals and snacks on conference & other days
* Wednesday Treats program for teachers

**Organizing**

* Lost and found
* Room parents
* Parents’ listserv
* Sales of Wyngate-branded clothing and gear

**Producing**

* Online list of after school activities
* School directory

**Want to get involved in this vibrant community? Email PTA Vice President Caryn Seligman (carynrp@yahoo.com) and we’ll find a volunteer activity that fits your schedule and interests.**

**Learn more at about the PTA at www.wyngatepta.com.**