

HAPA

Hope Academy Parent Association

Who We Are

HAPA is made up of a group of dedicated, hard working, positive parents. HAPA consists of a leadership team (Co-Chairs, Secretary, Treasurer) and a number of volunteer groups.

HAPA needs you! The association is open to all Hope Academy parents and welcomes everyone's participation in a variety of events throughout the year. There are different options to get involved in HAPA, please select any areas of interest to you. Thanks for doing your part!

GET INVOLVED!

Parent/Guardian Name(s) _____

Phone Number _____

Email _____

Child Name (s) _____

Grade of Child(ren) K 1 2 3 4 5

Please check all areas below where you would like to get involved.

Family Events:	
• Family Fun Nights	
• Family Outdoor Events	
• Uniform Exchange	
Fundraising Events:	
• Auction/Raffle Event	
• Book Sale	
• Stores/Box Tops	
Hospitality:	
• Refreshments for Meetings	
• New Families Welcome Social	

Teacher Connection:	
• Teacher Appreciation	
Communication:	
• Translation to Spanish	
• Photograph Events	
• Newsletter	
Enrichment:	
• Afterschool program	
• Cultural Event	

Please let us know if there are other skills you have or another way you would like to be involved:

Family Events Group

Family Fun Nights:

- Plan and organize family events, including: Family Craft Night, Family Game Night, Parents Night Out, Valentine's Day, Holiday Party, and other events
- Direct the set up and operation of the event and activities

Family Outdoor Events:

- Plan and organize family events including: Family Playdate, Earth Day, RWP Outdoor Adventure, Field Day and other events
- Direct the set up and operation of the event and activities

Uniform Exchange:

- Schedule, direct and manage Uniform Exchange (January and June?)
- Execute the set-up and operation of the Uniform Exchange

Fundraising Events Group

Auction/Raffle Event:

- Work with HAPA leadership team to brainstorm, schedule, plan and manage the fundraising event(s)
- Work with school staff to schedule event and get on school calendar
- Secure donations for an auction or raffle from local businesses
- Direct the setup and operation of the fundraising event(s)

Stores and Box Tops for Education:

- We participate in a variety of store programs which donate money back to the school, currently including: Amazon Smile, Target, Stop-and-Shop
- Inform parents and staff and encourage sign-up to the above programs
- Inform parents and encourage collection of Box Tops for Education
- Collect, organize and mail in all Box Tops submitted by school
- Communicate how the program works and how much the school has earned to school, students, and families

Book Sale Event:

- Schedule, plan and manage the book sale
- Direct the setup and operation of the book sale

Hospitality Group

Welcome Social:

- Send out Welcome letter to new parents that provides information on joining HAPA, volunteering, upcoming school events, etc.
- Organize and coordinate a family ice-cream social Secure donations from a supermarket including ice-cream and toppings

Refreshments:

- Organize light snacks, hot or cold beverages, etc. for HAPA General Meetings.

Teacher Connection Group

Teacher Appreciation:

- Organize and coordinate several activities for Teach Appreciation Week (May)
- Recruit, motivate, and schedule volunteers
- Direct the setup and operation of the events and activities
- Organize Teacher Appreciation Luncheon (back-to-school? Holidays?)
- Organize and manage end-of-the-year teacher recognition
- Coordinate with room parents

Communication Group

Translation:

- Translate HAPA fliers, newsletters, meeting minutes from English to Spanish

Photographer:

- Photograph HAPA events

Newsletter:

- Put together a monthly HAPA newsletter

Enrichment Group

Afterschool Program:

Cultural Event:

- UNDER DEVELOPMENT

General Expectations for all Groups

- Recruit, motivate, and schedule volunteers
- Promote the events to families, school and staff
- Keep records for future use
- Work with treasurer to stay within budget
- Each group will select a person to serve as the main contact between the group, HAPA leadership, and the school.
- If more than the required number of parents sign up for a position, such as Room Parent, a random drawing may be used to select the parents for that group.