



Welcome to Salem Middle School

The Salem Middle School PTA would like to welcome everyone to Salem Middle School! Please read all of the enclosed materials in your Spartan Start-Up Packet carefully, as some items will need to be returned to the school. The following items need to be filled out and returned to school as soon as possible:

- Student Release Card
- Insurance Form & Medical Benefits (if needed)
- Photographic/Videotaping Permission Form
- PTA Membership Form
- School-to-Career Volunteer Form
- School Directory Information Form
- Spirit Wear/PE Uniform Order Form
- Fundraising Card Link Form
- Email Information Form

Other important items in your packet include:

- Welcome Letter from our PTA President
- PTA Board Members
- PTA Volunteer Opportunity Form
- PTA Fundraiser Information Form

Please complete and return all **colored** forms, applicable to you, as soon as possible. If you have any questions, please contact the appropriate PTA Board Member or the school.

Please feel free to visit both our SMS website: <http://salemms.wcpss.net> and our SMS PTA website: <http://teacherweb.com/NC/SalemMiddleSchool/PTA> for additional information throughout the year.

The Salem Middle School PTA is looking forward to another exciting year and we welcome your suggestions and your participation. Let's all work together to make the 2009-2010 school year a great one!

The Salem Middle School PTA

July 7, 2009

To the parents of Salem Middle School Spartans, WELCOME to the start of what I hope will be an incredible school year for both you and your family.

I want to especially welcome those new to our school. To the parents of returning students, you have my sincere respect, gratitude and appreciation in making this such a great PTA. As your new PTA President, I am very much looking forward to working with each of you.

To get straight to the point, we need four things from you as the parents of Salem Middle School students:

1. **Please join the PTA**- our goal is to have every family join.
2. **Please volunteer**- there are many opportunities right here in this start-up packet. Please take a look at the sign-up sheet and sign up for what you are passionate about doing. If you are not sure, then please do not be shy, ask for more information!
3. **Please help fundraise**- In the past we have been able to have one, that's right, only one big fundraising effort during the year. If we can raise enough this year, I hope to continue this tradition. It can only occur because of your willingness to support our school through the annual magazine drive that will kick off the end of this month. Where else can you directly impact your community and give a lovely, thoughtful, personalized gift at the same time? You can show your support by purchasing a magazine for yourself or for your loved ones. You also have the option of purchasing a value card or simply making a donation!
4. **Please speak up**- as President of the PTA, I welcome your ideas and opinions as we go forward in making decisions for our school.

Should you have any questions or suggestions about the Salem Middle School PTA, feel free to contact me via e-mail at angelaot@earthlink.net or my cell at 919-602-9932.

Help Salem Middle School Spartans lead the way!

Sincerely,

Angela Greene
PTA President

Salem Middle School PTA Spartan Parents Volunteer Sheet

Volunteer Name: _____ Phone: _____

E-Mail: _____ Track #: _____

Student Name: _____ Grade: ____ Student Name: _____ Grade: ____

SCHOOL WIDE & PTA ASSISTANCE:

- _____ Office Help
- _____ Test Proctor (approx. 7:15 am-10:30 am various dates throughout school year)
- _____ Tutoring (during school hours)
- _____ Work in Media Center
- _____ Field Day – assist on field days scheduled at the end of the school year
- _____ Book Fair (February 2010)
- _____ Assist with Cultural Arts Programs
- _____ Spirit Wear: assist selling PE uniforms/spirit wear during school hours and/or at special events
- _____ Campus Beautification - assist on work days
- _____ General Assistance (as needed – occasional help for events, functions, etc.)

STAFF APPRECIATION/ HOSPITALITY:

The events listed below are held monthly, but you will not necessarily be contacted each month, nor are you required to participate each time you receive an email asking for help:

Staff Appreciation Committee volunteers are used for supplying food/treats/supplies for staff events (i.e. luncheons, dessert bar, goodie bags, etc.).

- _____ Send in food items (homemade or store-bought) and supplies for staff events

Staff Hospitality Committee volunteers are used for supplying food items for staff meetings, which are generally held after school on the first Monday of each month.

- _____ Send in food/ treats (homemade or store-bought) for staff meetings
- _____ Help set up/ clean up for staff functions

SPARTAN BUSINESS PARTNERS:

In the past, local businesses have appreciated being invited to participate in events and programs at Salem Middle and have enjoyed benefiting from the recognition of their community support. Perhaps your company would like the opportunity to advertise through our school communications or help support student citizenship awards? If your business or place of employment would like periodic updates of our PTA events, please provide us with information below.

**All contact information is for Middle School PTA purposes only. This information will not be shared or used for any purpose other than conveying event and program information.*

Name of Business: _____ Primary Contact: _____

Business Address: _____ Phone: _____

OTHER:

Special areas of interest/ expertise or comments:

SALEM MIDDLE SCHOOL PTA

Volunteer Opportunities 2009 – 2010

The Salem Middle School PTA welcomes you to another great Spartan school year! The PTA is continually working closely with the staff to provide extra support and assistance throughout the school year. Please become involved through the many PTA opportunities available. Review the list of needs and check the areas that interest you. If you have any special talents, interests, or areas of expertise that are not listed, feel free to add them to the bottom of the form. Our Volunteer Coordinator will forward that information on to the appropriate person.

*Please return this form to the school as soon as possible.

Every year we need our volunteers to register on the school computer to ensure the safety of our children. Please register as a volunteer on the computer that is located in the media center for your convenience. The sooner you register, the sooner we can begin scheduling you to help. We look forward to getting you involved soon in the appropriate areas.

If you have any questions or concerns, please feel free to contact us. We welcome and need EVERYONE to continue making Salem Middle an outstanding school.

2009 Spartan Directory

The Salem Middle School PTA is compiling student data for the 2009 Spartan Directory. Since the directory is unofficial, we can include students' preferred names and up to two addresses and two phone numbers for students with multiple households. To provide this directory in a timely fashion, we are requesting that each family returns this form for each student they have at SMS, providing the following information:

Student name to print: _____ (Student's official name, if different than above: _____) Grade: _____ Track: _____ Homeroom Teacher: _____
Address #1: _____ (Street, Town, Zip) Phone #1: _____ Email Address: _____ Parents'/guardians' names to print: _____
<i>If a 2nd address or phone # is needed:</i> Address #2: _____ Phone #2: _____ Email Address: _____ Parents'/guardians' names to print: _____

Return this form by: **Tracks 1, 2, 3: July 24, 2009** **Track 4: August 14, 2009**

The student information may also be sent in via email to: SalemMiddleDirectory@gmail.com

OPT-OUT:

All SMS student names are included in the homeroom lists in the directory. Any parents/guardians wishing to NOT have their student's phone number, address, and/or parent/guardian names published in the Spartan Directory, please indicate that here:

I do not want the following included in the Spartan Directory:

_____ do not include: phone number.

_____ do not include: address.

_____ do not include: parent/guardian names.

ART CONTEST:

The SMS PTA will once again include a selection of student drawings in the directory. Students wishing to submit drawings that depict the SMS mascot – **The Spartans** – may do so by picking up an entry form from the front office or on the PTA web site at www.teacherweb.com/NC/SalemMiddleSchool/PTA/. A \$25 Borders gift card will be awarded for the drawing chosen for the front cover. The deadline to hand in final drawings to the front office is at the end-of-school on Friday, August 22, 2009.

Questions regarding the directory can be emailed to: SalemMiddleDirectory@gmail.com. Please include "SMS Directory" in the subject line.

“Fun” Raising at Salem Middle School

Dear Salem Middle School Families:

As Salem Middle begins its fifth year, the PTA would like to make you aware of the opportunities that you will see throughout the year for raising funds and “fun”. As you know, the funds we raise are integral in providing our students and teachers with many valuable programs and supplies that will help create a stronger educational environment. Listed below are the planned events that will allow you to help our school in yet another spectacular year.

MEMBERSHIP: When you join the Salem Middle PTA you are not only becoming part of our school, but also part of a greater community. A portion of your membership fee goes to higher levels that promote advocacy for all children in this country. The remainder stays at Salem Middle to support our programs.

SPIRIT WEAR: Be part of the school by wearing our colors! Spirit wear promotes school spirit within the school and lets others in the community witness our Salem Pride! It is easy to purchase the gym uniforms that are required for middle school through the spirit wear order forms.

CONTRIBUTING STORES: See the back of this letter for a list of companies that will contribute a portion of your purchases to Salem Middle School.

SPIRIT NIGHTS: Throughout the year there will be various nights that you can attend as a family to help support our school. Restaurants in the area donate a portion of their sales for the evening designated as our school spirit night. It is so easy - families just have to show up, identify themselves as SMS, and eat!

MAGAZINE SALE: This is our biggie! This one event provides the vast majority of the funds the PTA uses to support school programs. The sale has three levels of participation: the purchase of magazines, the online purchase of gift items and wrapping paper, and the straight (tax deductible) donation. Students earn prizes for all of these levels with one magazine, one product, or one \$10 donation all weighing in at the same value. Three ways to support the school in one event – efficient, yet effective!

Tracks 1 & 2 will begin selling on July 15th

Tracks 3 & 4 will begin selling on August 19th.

You'll be hearing more about this shortly, so be thinking about what part you'd like to play in this exciting event.

Thanks in advance for all your support and see you at Salem Middle!

Maria Hoopes, VP Ways and Means

Salem Middle School Contributing Stores

You can give without giving. Many companies are offering to help our school earn funds when parents make everyday purchases at their businesses. Please check the list below for ways you help make Salem Middle School even better.

FOOD LION - To register your MVP card with Food Lion, go online and select Salem Middle School for your card to be linked.

KROGER – Simply ask the cashier at Kroger to link your Kroger Plus card to Salem Middle School.

HARRIS TEETER – Simply ask the cashier at Harris Teeter to link your card to Salem Middle School's **ID # 5627** and Harris Teeter will donate 2% of your Private Label purchases. You only need to tell the cashier the first time for your card to be linked for the entire school year. You can also go online after August 1st to link your Vic card.

http://www.harristeeter.com/community/together_in_education/link_to_your_school.aspx

TARGET – If you have a Target credit card, go online and register your card to help Salem Middle School receive up to 1% of your Target Card purchases. We will receive money whether you use your card at Target or another store.

OFFICE DEPOT – Office Depot will give “5% Back to School” when you tell the cashier to designate your purchases towards Salem Middle School. No pre-registering just let the cashier know that you want to give 5% to Salem Middle School each time you make a purchase.

POSTNET – PostNet will donate 5% of your purchase to Salem Middle School PTA when you mention our school to the cashier.

Thank you for helping the PTA raise funds when you make your everyday purchases. Should you have any questions regarding these programs, please feel free to contact Maria Hoopes, mariahoopes@me.com.

Fundraising Card Link

****PLEASE RETURN THIS FORM BACK TO SCHOOL TO LINK YOUR
VIC CARD TO HARRIS TEETER FOR THE NEW SCHOOL YEAR! ****

Harris Teeter will donate 2% of your Private Label purchases when you use your VIC card. This is such an easy way to raise funds for Salem Middle School. Simply fill out your name and VIC card # below, return this form to school and we will enter your information into the Harris Teeter system for the 2009-10 school year. Entries will be made approximately August 1st.

NAME: _____

Harris Teeter VIC Card #: _____

If you're choosing to link the card yourself, simply ask the cashier at Harris Teeter to link your card to **Salem Middle School's ID #5627** and **Harris Teeter will donate 2% of your Private Label purchases.** You only need to ask the cashier to link your card once for the entire school year. You can also go online after August 1st to link your Vic card. http://www.harristeeter.com/community/together_in_education/link_to_your_school.aspx

Also, as another reminder, please link your customer savings cards for **Food Lion, Kroger, Office Depot and PostNet in Apex** for a painless way to contribute to your child's school. After you link your card, funds will automatically be sent to Salem Middle School. This income is a great supplement for the PTA programs we offer!

Target – If you have a Target credit card, go online and register your card to help Salem Middle School receive up to **1%** of your Target Card purchases.

*Thank you for helping the PTA raise funds with your everyday purchases.
Should you have any questions regarding these programs,
contact the PTA Vice President of Ways and Means,
Maria Hoopes - mariahoopes@me.com*

Salem Middle School PTA Membership Drive

Salem Middle School PTA is committed to making our school a strong educational environment for all of our students. One of the ways you can help is by becoming a member of the PTA. Your participation will help provide for the educational needs of every student in our school, as well as support our school community, staff, administration, and students.

The yearly membership fee is \$5.00 per individual (one adult voting member) or \$8.00 per family (two adult voting members). Please attach your check made payable to the SMS PTA to the bottom of this form and return it to your student's homeroom teacher, or mail it to the Salem Middle School PTA, c/o Salem Middle School, 6150 Old Jenks Road, Apex, NC 27523. Membership cards will be issued upon receipt of fees.

As a member of the PTA at Salem Middle School, you will receive one copy of the Salem Middle School directory.

Thank you for your support!!!

Salem Middle School PTA Membership Chair

Rhonda Riley

smileyrileync@yahoo.com

SMS PTA MEMBERSHIP FORM

Parent/Guardian Name(s) _____

Address _____

City _____ Zip Code _____ Phone Number _____

Email Address _____

Student Name _____ Grade _____ Track _____

Homeroom Teacher Name _____

Amount Enclosed \$ _____

(Single Membership \$5.00 or Family Membership \$8.00)

**2009-2010
SALEM MIDDLE
"SCHOOL-TO-CAREER" VOLUNTEER PARENT SURVEY**

We need your help! A part of Salem Middle School's commitment to excellence is helping students recognize the importance of their education in the workplace. If you are interested in being a part of the Apex Business Alliance and meeting monthly with other businesses to support workplace realities for teachers and students at Salem Middle contact Sharon Smith, Salem Middle Career Development Coordinator, at 367-2467 or ssmith7@wcpss.net. Attached is a more detailed description of each of the business involvement opportunities we have for Salem parents/guardians.

PLEASE COMPLETE THIS FORM if you are willing to volunteer for school-to-career activities. RETURN IT TO THE HOMEROOM TEACHER. Make sure you also complete the WCPSS Volunteer Registration process at a WCPSS school.

Student's name: _____ **Grade:** _____ **Homeroom Teacher:** _____ **Track:** _____

Volunteer 1		Volunteer 2	
Relationship to Student		Relationship to Student	
Home Phone		Home Phone	
Email Address		Email address	
Business Name		Business Name	
Business Address		Business Address	
Business Phone/Ext.		Business Phone/Ext.	
*Career Pathway #		*Career Pathway #	

*North Carolina classifies all careers into these eleven pathways. Note the number of the career pathway that your job is most closely related. See http://www.nccareeroutlook.com/career_pathways/index.shtml for more information on career pathways.

NC Career Pathways

1. *Agricultural and Natural Resources Technologies*
2. *Arts & Sciences*
3. *Biological and Chemical Technologies*
4. *Business Technologies*
5. *Commercial and Artistic Production Technologies*
6. *Construction Technologies*
7. *Engineering Technologies*
8. *Health Sciences*
9. *Industrial Technologies*
10. *Public Service Technologies*
11. *Transport Systems Technologies*

<u>I can provide expertise as: (check all that apply):</u>		
	<u>Volunteer 1</u>	<u>Volunteer 2</u>
Business Partner	_____	_____
Career Fair Speaker (Oct. – Nov.)	_____	_____
Classroom Speaker	_____	_____
Engineer Day Presenter	_____	_____
Job Shadowing at my company	_____	_____
Teacher/Student Industry Tours	_____	_____
Truck Fair Day (April)	_____	_____
Tutor/Mentor	_____	_____
Other: _____		
Skill or Area of Expertise: _____		

How Can You Be Involved?

Business Involvement Opportunity Descriptions



Business Alliance – A group of business representatives who meet monthly with the principals and School-to-Career liaisons from Salem Middle, Lufkin Middle, Apex Middle and Apex High Schools. Meetings are currently held on the second Thursday of each month at various locations. The Alliance supports the schools in all career-related activities, as well as goals related to academic achievement. Alliance members include both large and small businesses such as American Airlines, Capital Broadcasting, NC Society of Hispanic Professionals, Fonville Morisey – Barbara Green, Southwest YMCA, State Employees Credit Union, Saia-Burgess, Henry Wurst Inc., EMC, Siemens Medical Solutions, and more.

Business Partners – Businesses willing to be called on by the schools as needs arise. Examples include, showcasing student artwork in their place of business, providing hospitality refreshments for presenters of a school event like the truck fair, or providing materials for class projects as a donation or at a discount.

Career Fair – Provide a short demo, booth, roundtable session or lecture at a career event. Career Fairs are planned for 8th graders in the fall.

Classroom Speaker – Students love to hear from adults other than their teachers about how their learning will relate to the world of work. You could come for a day or for one class. Most teachers have four to six classes per day, but we could videotape one presentation to share

Engineer Day- Provide a presentation, demonstration, or lecture during National Engineering Week. This event is in the spring.

Job Shadowing – Allows students to get a glimpse of “real world” careers by spending a half or full day in the workplace with a host. Job Shadowing will be conducted on the scheduled “Groundhog Job Shadow Day” and on all workdays throughout the school year.

Teacher/Student Industry Tours – Could be a field trip for students, or visit by one or more teachers to learn how their curriculum supports business practices

Truck Fair – Individuals are needed to provide a vehicle/truck and a driver to share career information with sixth grade students.

Tutor/Mentor Program – There is always a need for a caring adult to reach out a hand to our students as a tutor or mentor.

Email Information Form

Dear Parents/Guardians,

Salem Middle School prides itself on effective communication. In addition to phone messages and teacher communication, we will be sending out information through a list serve. This will enable you to receive pertinent messages about school and PTA activities, events and happenings via email. If you would like to receive information in this manner, please complete the bottom portion of this form and return to your child's homeroom teacher by August 3, 2009. *Please return only one per family.* Thank you for your continuing support!

Please print so that we may read your name and email address clearly.

Parent/Guardian Name: _____ Phone #: _____

Student Name: _____ Track/Grade: _____

Email Address (**PRINT**): _____

Is this the same email address from last year? Yes _____ No _____

Is this your student's first year at Salem? Yes _____ No _____

Email Information Form

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Parent/Guardian Name: _____ Phone #: _____

Student Name: _____ Track/Grade: _____

Email Address (**PRINT**): _____

Is this the same email address from last year? Yes _____ No _____

Is this your student's first year at Salem? Yes _____ No _____

Other documents and/or forms included in the Startup Packets

Please speak with someone in the main office about obtaining copies of:

- Student Release Card
- Photographic / Videotaping Permission form
- Insurance Form & Medical Benefits
- Free and Reduced Meal Benefit Application

Link to Spirit Wear form:

<http://www.teacherweb.com/NC/SalemMiddleSchool/PTA/SalemMiddleSchoolORDERFORM0910WebsiteFinal.pdf>

Link to current PTA Board listing:

<http://www.teacherweb.com/NC/SalemMiddleSchool/PTA/hf2.stm>

Link to SPAN application (you must present a photo-id with this form):

<http://www.wcpss.net/forms/span-photoidform.pdf>