



# PLAN OF WORK (Plan de Trabajo)

**Officer/Chairman Name:** \_\_\_\_\_  
 (Nombre de Oficial/Presidente de Junta) Mark Penniman and ??

**Position:** \_\_\_\_\_  
 (Posición) Committee Co-Chair – Dad’s Club

**Year:** \_\_\_\_\_  
 (Año) 2017/18

<b>Responsibilities/-Duties:</b> (Responsabilidades)	Act as co-chair for this eight-year-old group of 350 member emails.  Plan and organize Dad’s Club events throughout the year. Communicate to the members about opportunities to get involved.  (I will not be continuing my chair position beyond December 2017.)	<b>Committee Members:</b> (Miembros del Comité)	NONE
<b>Goal:</b> (Meta)	Identify a co-chair(s) to take on the leadership role. Last day as active co-chair for Mark is December 15.	<b>Evaluation Process:</b> (Proceso de Evaluación)	Co-chair(s) to take over planning and leadership activities.
<b>Goal:</b> (Meta)	Connect with Spanish speaking dads to continue to build a diverse group representative of the ARS student body.	<b>Evaluation Process:</b> (Proceso de Evaluación)	Spanish speaking co-chair to help reach out to our ESL Spanish speaking parents.
<b>Goal:</b> (Meta)	Continue to build a motivated and dedicated group of helping ARS dads as positive role models for our students and community.	<b>Evaluation Process:</b> (Proceso de Evaluación)	Add new members and build relationships.

<b>Specific Action Steps</b> (Proceso Especifico de Acción)	<b>Start Date</b> (Fecha de Empiezo)	<b>Completion Date</b> (Fecha de Terminación)	<b>Budget</b> (Presupuesto)
Provide regular email updates to the Dad’s Club email group and use school messaging to keep members informed about opportunities to get involved in school activities.	June 30, 2017	June 30, 2018	None
Maintain up-to-date information about the Dad’s Club on the PTSA website. Attend PTSA events and meetings to represent Dad’s Club.	June 30, 2017	June 30, 2018	None

Plan and organize Dad's Club activities, use the allocated budget to support activities throughout the school year.	June 30, 2017	June 30, 2018	\$1,200
Plan and organize campus beautification workdays, typically 5-7 per school year, on Saturdays from 9-12. Workdays are intended to provide service hour opportunities to ARS students, and to build community within our ARS families.	Sept., 2017	May, 2018	Snacks and supplies included in \$1200 budget.
Support ARS teachers, parent support specialist and staff with helping hands as requested throughout the year.	June 30, 2017	June 30, 2018	None
Support Homecoming Week in mid-October. Provide cooking and courtyard food service for the Tailgate Party, approx. 900 servings.	Sept., 2017	Oct., 2017	PTSA has allocated budget for supplies.
Support Parent Involvement Week in early February and the Monday dads day activities, tacos for dads and a service project.	Jan., 2018	Feb., 2018	Included in \$1200 budget.
Support new student Transition Camp in early June with the Thursday family picnic. Grill and serve approx. 450 servings.	May, 2018	June, 2018	None, ARS Foundation covers expenses.

<b>Resources: (Recursos)</b>	<p>Dad's Club relies on volunteers to accomplish the activities above. The larger events require 8-12 volunteers and the smaller events may only need a few.</p> <p>The Dad's Club maintains, sets-up and uses equipment stored in the courtyard storage room and also in the PTSA closet. This PTSA owned equipment includes:</p> <ul style="list-style-type: none"> <li>• 3 – five burner gas grills and covers (propane tanks stored off-campus).</li> <li>• 3 – 10ft x 10ft pop-up tents with blue cover and white Ann Richards School on valence.</li> <li>• Water Monster (includes water vat and cover, stand, 3 cone cup dispensers, cover flag, filter assembly, 3-25 ft. food grade hoses)</li> <li>• Kiddie pool for Tailgate Party chips.</li> <li>• Approx. 8 large coolers.</li> <li>• Approx. 8 – 6ft. fold-out plastic tables</li> <li>• Cookware for grilling and 6 blue aprons</li> <li>• Sno-cone machine, glass gallon containers and syrup pumps</li> </ul>
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