



# THE KING'S ACADEMY

## Parent Involvement Opportunities

**Where Are Involvement Opportunities Posted?** Parents can find information about current parent volunteer needs in a special section of the **weekly Friday Royal Reminders** (email bulletin).

**Who to Contact?** The opportunities listed below are just some ways you could get involved in helping to support staff, teachers, and ultimately, students. If you would like to discuss how you might effectively contribute your skills and talents to The King's Academy, please contact PR Event/Parent Coordinator:

- **Gabrielle Babin** at (408) 591-4716, [Gabrielle.Babin@tka.org](mailto:Gabrielle.Babin@tka.org)
- **Carolyn Thompson** at (650) 678-0553, [Carolyn.Thompson@tka.org](mailto:Carolyn.Thompson@tka.org)

**Some of the ways that parents, grandparents, and siblings can get involved are:**

**All School Event Help:** The King's Academy hosts a variety of events for current and prospective families and staff such as Open House, New Family Welcomes, Commencement. These events take many hands but contribute greatly to our community relationships. Contact [Gabrielle.Babin@tka.org](mailto:Gabrielle.Babin@tka.org)

**Athletic Department:** Volunteer to be a coach, team parent, team transportation, etc. Contact Ms. Hanna Sandquist, Junior High Assistant Athletic Director: [Hanna.Sandquist@tka.org](mailto:Hanna.Sandquist@tka.org).

**Fundraising for TKA:** Volunteers are needed for the Knights Annual Fundraiser auction and event. Contact Mrs. Josephine Loy, Director of Annual Fund & Alumni Relations: [Josephine.Loy@tka.org](mailto:Josephine.Loy@tka.org).

**Grade Level Parent Volunteers:** Work with class advisors to organize class get-togethers and bonding activities for students. Contact Mrs. Kara Loiacono, [Kara.Loiacono@tka.org](mailto:Kara.Loiacono@tka.org).

**Library:** Process and repair materials, maintain stacks, work circulation desk. Contact Librarian: Mrs. Calina Okasaki: [Calina.Okazaki@tka.org](mailto:Calina.Okazaki@tka.org)

**Main Office Desk Coverage:** Answer the phones and greet visitors when there is a staff activity where all staff are present, such as staff meetings and luncheons. Contact [Tonya.Pegram@tka.org](mailto:Tonya.Pegram@tka.org).

**Parking Lot Monitor:** Help keep our students safe and cars moving from 7:30-7:55 a.m. Contact Mr. Matt Nisbet, Director of Operations, [Matt.Nisbet@tka.org](mailto:Matt.Nisbet@tka.org).

**Prayer Support:** Meet weekly with Moms In Prayer to pray for students and school concerns every Thursday morning from 8:10-9:15 a.m., location on campus TBD. Contact Theresa Lester, [lester.family@comcast.net](mailto:lester.family@comcast.net).

**Student Attendance Office Help:** Copy and assemble, alphabetize printed materials, answer phones. Contact Mrs. Patti McLaughlin, Student Attendance Office: [Patti.McLaughlin@tka.org](mailto:Patti.McLaughlin@tka.org).

**Substitute Teaching:** Complete the Employment Application, including the Statement of Faith, and submit to Mrs. Gabrielle Babin, Substitute Coordinator, at [Gabrielle.Babin@tka.org](mailto:Gabrielle.Babin@tka.org). Completion of a Bachelor's Degree and pre-employment background screening is required for all substitute teachers.

**Visual/ Performing Arts Department** (band, choir, dance, art, theatre): Provide assistance with performances and shows. Contact Ms. Rhonda Irwin, VPA Administrator: [Rhonda.Irwin@tka.org](mailto:Rhonda.Irwin@tka.org).

*(On back: a list of school events)*

<b>2022-2023 School-Wide Event Help</b>
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**August**

15 Back-to-School BBQ/Welcome & Photo Day  
16,18,19 Parent Coffees  
17 New Parent Orientation  
30 Back-to-School Knight for Parents

**October**

1 Knights Annual Fundraiser for Parents  
15 Open House #1 for Prospective Families  
21 Carnival for TKA Students & Families

**November**

4 Homecoming Football Game

**December**

3 Open House #2 for Prospective Families  
15 Alumni Luncheon

**January**

27 Parent Breakfast Forum

**February**

13-16 Spirit Week

**March**

28 NHS/NJHS Induction

**April**

1-7 Service Week Support  
24-28 Parent-sponsored Teacher Appreciation Week  
25 Parent-sponsored Teacher Appreciation Luncheon  
27-28 Art Show Support  
29 Junior Senior Banquet

**May**

13 New Family Welcome  
26 8th Grade Promotion Reception (7<sup>th</sup> Grade Parents Host)  
27 12<sup>th</sup> Grade Graduation Reception (11<sup>th</sup> Grade Parents Host)

**Monthly**

Wed. am Provide Main Office Coverage for Staff Meetings