



# WELCOME BACK SOCIAL

*On behalf of the Parent Teacher Organization, we would like to welcome you and your students to Rocky Mountain Academy of Evergreen for the 2021-2022 school year.*

Dear RMAE Families,

The RMAE PTO Board warmly welcomes you to a new school year. We hope you all had a wonderful, fun-filled summer and that you are ready for another year of educational growth at Rocky Mountain Academy of Evergreen. Please take the time to visit each booth, sign-up to volunteer and participate in exciting activities, and get all those burning questions answered.

## What is in the packet?

- **PTO Membership Information.** Learn how to become a part of our strong parent community and thriving PTO.
- **Tentative PTO Calendar of events.**
- **Spirit Wear and Polo Shirts information.** Order your spirit wear online (quantities and sizes may be limited).
- **Grocery Shopping Fundraisers.** Found out how to earn money AND volunteer hours for RMAE by grocery shopping.
- **Mabel's Labels' and Amazon Smiles Fundraising information.**
- **Visor tag and drop-off/pick-up information.**
- **AtoZ Connect Account Set-Up.** A set up guide to our all-in-one system for creating our school directory, logging and tracking volunteer hours, and purchasing items online.

It is because of parents like you that we can offer our children a wide variety of extracurricular programs, access to the best computer programs and technology, and the latest training for our talented RMAE teachers and staff.

Looking forward to getting to know you and making this a memorable year for our students!

Sincerely,

Kate Blaney & Valerie Hartford  
2021-2022 PTO Co-Presidents



***The writing on the board is clear....we're going to have an A+ year!***

Our PTO Board would like to warmly welcome you back to another great school year! We are very much looking forward to fostering relationships with each of you and learning about how we can support each other throughout the year. Specifically, our goals this year are to:

1. Promote closer connections between school and home by fostering parent and faculty involvement.
2. Enhance the educational experience for students by supporting and supplementing the needs of teachers and students.
3. Promote and increase parent and teacher volunteerism and involvement at PTO and school events, activities, and fundraisers.

To support Goals 2 & 3, we want to ensure that we encourage more frequent and open communications between Faculty, Parents, and the PTO Board, as well as work in a more congruent manner. To achieve this, we'd like and/or plan to:

- Invite all families and faculty to our monthly meetings the 2nd Thursday of each month 4-5 pm at the school (location may vary). At the meetings we discuss recent issues, provide new information and updates on upcoming events and fundraisers, and bring everyone up-to-date on current programs and financials.
- A PTO Board member will attend staff meetings on a bi-monthly basis to learn more about what the staff all are doing or may be in need of.
- Encourage faculty and parents to contact us directly if you ever have a question, concern, need, or suggestion (emails below or just stop one of us in the hall if you see us around!).
- Coordinate weekly updates to families.

We will work hard this year to promote our fundraisers and PTO-sponsored events and programs. We hope you will join in on the fun and support our goals through participation at events and fundraisers! Please see the *tentative* calendar of events so you can see all the fun we have planned this year.

We will be hosting a "Boo-Hoo/Yoo-Hoo Breakfast" for all parents in addition to conducting our first PTO Meeting of the year. This will take place on the first day of school, Tuesday, August 17th at Dinosaur Park after drop-off (8:15 am). This is a great time to meet new people, reconnect with old friends and of course wipe the tears away or cheer from dropping off for the first time, last time or any time in between. Please bring a dish to share and a chair to relax as you connect with others. Hope to see you there!

Again, welcome back! Reach out to us any time - we'd love to hear from you!

Your 2021 - 2022 RMAE PTO Board,

Co-Presidents: Kate Blaney & Valerie Hartford ([ptopresident@rmae.org](mailto:ptopresident@rmae.org))

Vice-President: Erin Parrett ([ptovicepresident@rmae.org](mailto:ptovicepresident@rmae.org))

Secretary: Erin Myers ([ptogeneral@rmae.org](mailto:ptogeneral@rmae.org))

Treasurer: Tom Barbour ([ptotreasurer@rmae.org](mailto:ptotreasurer@rmae.org))

Director of Communications: Jill Jachimek ([ptocommdirector@rmae.org](mailto:ptocommdirector@rmae.org))

Director of Fundraising: Cody Knopf ([ptofundraising@rmae.org](mailto:ptofundraising@rmae.org))

# PTO Membership 2021 – 2022 Academic Year

## PTO needs YOU!

Being active in our PTO is a fun way to be a part of the RMAE community, get your volunteer hours, and support your teachers during the the school year. RMAE's Parent-Teacher Organization (PTO), consists of parents and teachers working together to support and enrich our student's school careers. The specific mission of the PTO is to promote the partnership between parents, teachers, and the school community at large in supporting the mission and core values of RMAE. We envision a healthy, caring, and encouraging educational environment for all students of RMAE. The PTO is invaluable in its purpose to organize volunteers and its support of special projects and fundraisers for our school.

## How do I get involved?

One of best ways to support our school is by purchasing an annual PTO membership. By becoming a member of the PTO, you have instant access to the online RMAE directory; have a say regarding fundraising and event decisions; enhance the educational experience and support for students and staff; and have a view of finances and a vote regarding how PTO funds are utilized. Every adult in the family can join the PTO to help support our children and faculty. We encourage members to become familiar with PTO programs and projects and volunteer as necessary. There may be one or many opportunities that fit your passions and talents. Together we can pave the path to success for all our children.

The PTO is a team effort in which we cannot succeed on our own. Becoming a member does not mean you automatically sign up to volunteer; it just means that you support our group and believe in what we're doing. Thank you to the families who have already signed up this year.

If you are interested in volunteering, please send an email to Erin Parrett at [ptovicepresident@mae.org](mailto:ptovicepresident@mae.org) with your contact information and possible areas of interest. Then, complete the instructions below:

**Instructions for Membership:** Navigate to the \*new\* AtoZConnect platform ([rmaepto.membershiptoolkit.com](http://rmaepto.membershiptoolkit.com)) and create a (required) new account by clicking on Register/Login and then Create Account on the right side of the next page. Once you have created your new account, please navigate to the main AtoZConnect page again and click on the Membership button. This will direct you to the PTO Membership purchase page where you can select Membership and complete your payment of \$25.

# **PTO Calendar of Events 2021-2022 (tentative)**

Events listed in *blue* are PTO fundraising events

## **August**

11-13 - Summer Campus Clean-up  
16 - Welcome Back Social  
17 - Boohoo Yahoo Breakfast; PTO Meeting

## **September**

9 - PTO Meeting\*  
15 - PAWSS Interest Pizza Party  
TBD - Baskin Robbins Night

## **October**

1 - Facilities Manager Day (*recognized*)  
14 - PTO Meeting\*  
20 - Movies with Teachers  
29 - Trunk-or-Treat

## **November**

11 - PTO Meeting\*  
TBD - Warren Miller Movie Event

## **December**

6-10 - Book Fair with Hearthfire Books  
9 - PTO Meeting\*  
11 - Photos and Cookies with Santa  
15 - Movies with Teachers

## **January**

5 - Staff Breakfast  
13 - PTO Meeting\*  
19 - Beau Jo's Night  
TBD - Book Drive Exchange

## **Other Notable Activities**

August-September - Giving Apple  
September - Art Contest for Directory Cover  
November - [Original Artworks Fundraiser](#)  
November - Collection for Community Giving (e.g., Senior Resource Center, Elk Run Assisted Living)

## **February**

9 - Movies with Teachers  
10 - PTO Meeting\*

## **March**

10 - PTO Meeting\*  
TBD - Talent Show

## **April**

14 - PTO Meeting\*  
20 - Movies with Teachers  
27 - Administrative Professionals' Day  
29 - Principals' Day (*recognized*)  
TBD - Community Service Day

## **May**

2-6 - Teacher Appreciation Week  
12 - PTO Meeting\*  
16-20 - Spirit Week and End of Year Celebration



\*All PTO Meetings except the first will be held at 4 pm at the school (exact location weather dependent)

# Spirit Wear / Hoodies / Field Trip Polo

Available for purchase online at [rmaepto.membershiptoolkit.com](http://rmaepto.membershiptoolkit.com)  
starting Monday, August 23rd, 2021

\*We will be starting an online store *in the future*, more info to come

## LOGO POLO SHIRTS (Field Trip Shirts)



All K-8 Students are required to purchase one red, short sleeved, polo shirt, embroidered with the school logo. These shirts are to **be worn for all field trips**, special event purposes, special guest visits to the school, etc... This shirt may also be worn as part of everyday school uniform.

## HOODIES & CREWNECK SWEATSHIRTS

Dress code approved colors of Navy, Hunter Green, Red.

**May be worn as part of the everyday uniform.**

Maroon option is for Middle School Only.



## SPIRIT WEAR SHIRTS



**Students may wear their Spirit Wear shirts EVERY Friday!**

We have three different kinds of tie-dye and two solid colors.

Note: Middle School Students have the option of Free Dress on Fridays.

**ORDERING INFORMATION** Go to [rmaepto.membershiptoolkit.com](http://rmaepto.membershiptoolkit.com), log in and go to “Spirit Wear, Hoodies & Field Trip Polo Shirts” in the menu. Quantities are limited.

Questions? Contact Valerie Hartford | [valerieghartford@gmail.com](mailto:valerieghartford@gmail.com)

# Grocery Shopping for RMAE

Raise Money for RMAE — Earn Volunteer Hours



*Help RMAE While Doing Your Grocery Shopping! Last year we raised over \$10,000!*



## King Soopers Community Rewards – Earn 10 Volunteer Hours

### How Does the Program Work?

Link your loyalty card to RMAE and shop with King Soopers – just like you always do!  
Earn an additional 10 hours for each friend/family that links to RMAE!

### How do I enroll?

If you already have a King Soopers rewards card, you can enroll **via the King Soopers website or via the King Soopers mobile app**. See instructions below. If you do not yet have a King Soopers rewards card, they are available at the customer service desk at any King Soopers or City Market.

### Sign up via KingSoopers.com

1. Go to the King Soopers website and log into your account. (If you do not already have an account, you will need to create one.)
2. Navigate to My Account and select Account from the dropdown menu. In the My Account menu, select Community Rewards.
3. In the Find an Organization section, enter "Rocky Mountain Academy" or YL398 in the search field and click Search.
4. In the Search Results, find the box for Rocky Mountain Academy of Evergreen PTO, and click Enroll

**LOG YOUR HOURS** Go to [rmaepto.membershiptoolkit.com](http://rmaepto.membershiptoolkit.com) **Hours need to be logged EACH YEAR**, if you signed up last year, please confirm that you are still linked and then log your hours for this school year

### Sign Up Via the King Soopers Mobile App

1. Open the King Soopers app on your mobile phone (If you do not already have an account, you will need to create one.)
2. In the menu along the bottom, click the More icon.
3. In the My Info section, tap Account Details. In the Loyalty section, tap Community rewards.
4. Enroll in the Community Rewards Program by tapping on the link. The link will open the mobile King Soopers site in your phone's browser.
5. Log into your account. Once signed in it will automatically open to Community Rewards.
6. Under Find an Organization, enter "Rocky Mountain Academy" or YL398 and tap Search
7. Click Enroll under RMAE PTO.
8. Return to the King Soopers app, and under Community Rewards it will now show you are enrolled

---

## Safeway Reloadable Gift Cards – Earn 1 Volunteer Hour per \$100 Loaded

### How Does the Program Work?



Purchase a re-loadable Safeway grocery card via [rmaepto.membershiptoolkit.com](http://rmaepto.membershiptoolkit.com) for \$5.00. You will receive a card with the \$5.00 credit. Take it to the cashier or customer service desk and reload it, up to \$500, when doing your shopping. Re-loadable grocery cards can be used to purchase anything at Safeway (including fuel and prescriptions). **We will LOG HOURS FOR YOU quarterly.**

Please keep in mind:

- 1) The cards **MUST** be purchased through RMAE.
- 2) Previous year cards will still earn money as long as they haven't had a zero balance for more than 90 days. If they have had a zero balance for 90 days, new cards will need to be purchased.

**Questions?** Contact Carrie WasseMiller ([carrie.pto@outlook.com](mailto:carrie.pto@outlook.com))

# amazon smile PTO Fundraiser

The AmazonSmile program offers customers the benefit of making a donation to your favorite charity. We're able to provide this benefit to you when you choose to start your shopping at smile.amazon.com or with AmazonSmile turned ON in the Amazon Shopping app on your mobile phone.

Visit smile.amazon.com to get set up. Search for charity using **Rocky Mountain Academy of Evergreen PTO**, select and follow the prompts to complete set up. You will be credited with 5 volunteer hours for using this program.



Get rid of the dreaded lost & found pile and **make more money for our school**. Mabel's Labels' super durable labels are a simple, practical way to raise funds for PTO while helping avoid mixed-up or lost belongings.

- Peel and stick personalized, stylish labels
- Safely go in the laundry, dishwasher and microwave
- Perfect for all kids items: shoes, lunch boxes, backpacks, water bottles
- Direct delivery to your doorstep

# AtoZ Connect



Attention Parents!

Our **NEW WEBSITE/APP** is up and running! Visit **rmaepto.membershiptoolkit.com** to see everything RMAE PTO has to offer this year. On our **NEW** site, you can access the **online directory**, buy **memberships** and **spirit wear**, sign up to **volunteer** and much, much more.

Here's what you need to do:

- Go to **rmaepto.membershiptoolkit.com**.
- Click on the **Register/Log In** button.
- Select "**Create Account**" and fill in the name, email, and password information.
- Click "**verify my email**" and then check your email for a link to complete the process. The link expires in 2 hours. If you do not receive the email, check your spam or junk folders.
- Once you have verified your email address, **log back in and finish the registration process**.

Once your account has been created:

1. Complete the **Parent/Family and Student Information** forms.
2. Complete the **Directory/Publish Preferences**.

*It is very important that you don't skip these forms. Access to the directory, stores, and volunteer form will not be granted until they have been completed.*

## Create account

1 — **Complete this form**  
2 — We will send you an email  
3 — **Click the link** in the email message to verify your email address and complete the process  
**The link expires in 2 hours.**  
*If you do not receive the email in the next few minutes, check the spam or junk folders in your email software.*

You will use this email address to log in to your account.

First name

First

Last name

Last

Email address

name@domain.com

*Your account will be your email address. You must have access to this account to complete this process.*

Password

Retype password

[cancel](#)

Once the Primary Account is set up, the **Primary User can "invite" other email addresses** to access his/her account. This allows the Secondary User to have their own login information, but still have access to the family account.

**Questions?** - Please don't hesitate to contact us at [pto@rmae.org](mailto:pto@rmae.org)





## LOGGING VOLUNTEER HOURS

ATOZ CONNECT

The RMAE Board of Directors has set a commitment of 60 volunteer hours per family each year. Getting involved in our school community is not only helpful, appreciated, fun and rewarding but also important to the status of our charter. At the end of each year, the BOD requests a report of volunteer hours logged and uses that information to apply for grants and educational gifts.

Volunteer hours can be earned in many ways. Please visit the **Volunteer Opportunities** page on our AtoZ website. To log volunteer hours, visit [rmaepto.membershiptoolkit.com](http://rmaepto.membershiptoolkit.com) and click:

Log Hours

Complete and submit this form:

### RECORD VOLUNTEER HOURS

Event Description

Name

Volunteer Hours  
  
Use a decimal value (i.e. 1.25). Values will be rounded to the nearest quarter-hour.

Date  
  
Use the format mm/dd/yyyy

Once again, thank you. The time that you have given is appreciated.

That's it! Taking just a couple of minutes to log your hours each time you volunteer will benefit the school immensely. Thank you!

If you have any **questions** about logging volunteer hours, please contact [pto@rmae.org](mailto:pto@rmae.org).