

Summer Math Coordinator

- October** 1. Provide contact info to Council Chair(s)
- January** 2. Provide Student Enrollment for each grade to Chair(s)
- February** 3. Pay Invoice to Council for Summer Math Expenses
- March/April** 4. Secure 5 Volunteers for Check-In at the Library during the the Summer Math Club Days (June, July & August)
- May** 5. Obtain 1st Summer Packet from Chair and make copies for all students at each grade level. 8 of the 11 Schools prefer to make a folder/packet for every student. Indian Trails, Lester and Pierce prefer to provide packets to those who sign up.
6. Program reminders and communications to your school for library dates and new worksheets.
7. Provide packets to the students by the end of the school year.
- June/July/August** 8. Oversee one turn in session to coordinate parent/students volunteers at the library.
9. Remind volunteers a few days to prior of their Library dates. (Sign-up Genius)