



Cupertino Union School District

Superintendent **Dr. Craig Baker**
Board of Education Lorien Cunningham
 Sylvia Leong
 Jerry Liu
 Satheesh Madhathil
 Phyllis Vogel

Office Address: 1309 South Mary Avenue, Sunnyvale, CA 94087 Telephone: (408) 252-3000
Mailing Address: 10301 Vista Drive, Cupertino, CA 95014

Dear Homestead team,

I am contacting you on behalf of the Cupertino Union School District regarding summer volunteer opportunities for Extended School Year 2019. Please find details below:

- Program: Cupertino Extended School Year
 (Student age: Pre-school - 8th grade)

- Time: June 17, 2019 - July 12, 2019 (no school on July 4, Thursday)
 8:00 am to 12:15 pm

- Orientation on June 13, 2019, Thursday at 8:30 - 11:30 am to go over expectations and responsibilities.

- Responsibilities:
 - Provide assistance to teacher with implementing activities.
 - Actively engage children in classroom activities.
 - Help prepare materials for activities by cutting, tracing, or setting up supplies.
 - Other duties as assigned by supervisor / classroom teacher.

- Qualifications:
 - TB screening within the last 3 years.
 - Love and enjoy working with children.
 - Willingness and ability to maintain confidentiality.
 - Ability to follow directions and maintain program boundaries.

- Application Link: <https://forms.gle/nbi8JEUNdLuiY8VD8>

It is a great hands-on experience for the volunteers and we truly appreciate their time and effort.

Please distribute the information to your students and feel free to share my email should the students or parents have any questions regarding the program.

Thank you in advance for your assistance!

Sincerely,
Jasmin Murphy
ESY Coordinator
Cupertino Union School District
408 2520607 ext. 68112