

USBORNE REACH FOR THE STARS CLASSROOM INSTRUCTIONS

Teacher Name _____ Grade/ Room# _____
Your April 2005 Chairperson: Ms. Whittaker

**THANKS SO MUCH FOR YOUR SUPPORT OF THIS PROGRAM!!
TOGETHER WE WILL CHANGE THE WORLD, ONE CHILD AT A TIME!!**

KICKOFF

1. GOAL: Teacher OR Usborne Consultant will get the children EXCITED about this program, which will REWARD THEM of books of THEIR CHOICE for their reading efforts. This is different than the normal fundraisers they are accustomed to.
 2. METHOD: Show/read/demonstrate some of the sample Usborne titles so they can see what they can win;
 3. Explain HOW they will earn these books, using sample packet(s) as needed to illustrate log sheets. Stress that we are NOT asking them to go strangers, only to get pledges from those people they know what want to invest in their reading.
 4. Send home permission slips for participation with due dates to return, so that the Usborne representative can prepare the correct number of packets.
 5. Give a RFTS/Usborne sticker to all those bringing back a permission slip; PLEASE RETURN ALL UNUSED stickers/slips to your RFTS chairperson (Julie Verhoek) !!! Extra copies, as well as Spanish versions, are available from your chairperson.
-

WHAT DO I DO NOW??

1. This envelope should include your student reading packets, and class summary form #1.
2. Send student packets home with students on first day, indicating due dates.
3. One copy of a reminder sheet is available for copying if you wish to send reminder slips home at any time during the program.
- 4.. Collect all pledges and logs on due date.
5. Count the money and compare with pledges. However, we will ONLY order books according to total \$\$ received!! No future credits, no checking on missing pledges. Transfer all totals onto enclosed Classroom Form. .
6. Total the Classroom Form and note where designated on front of envelope.
7. IF you are designating classroom participant winners, please note winners on front of form.
8. Return all packets, including any unused materials, AND \$\$, to master envelope .
9. Return master envelope to designated Chairperson(s), who will compile all classroom totals on a master summary.
10. If you are receiving a % of the total classroom pledges, use your free book allowance sheet enclosed to select your wish books. Return your selection sheet to chairperson by due date.

ALL BOOK ORDERS DUE BY April .

PLEASE ALSO RETURN CATALOG!!

*For a child absent on book order day, you may select books for that child OR send home flyer for ordering IF allowance is being made for this; see chairperson for details.

Questions?? Feel free to call Pam Gosling, your Usborne Representative, 925-458-0453

Questions

REACH FOR THE STARS

CLASSROOM SUMMARY FORM

Teacher : _____ Grade: _____ Room: _____

	STUDENT'S NAME	Participation slip returned	Minutes Read	Amt. Pledge \$\$ Collected	Student % credit	School % credit	Comments
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
	TOTALS						