

## Memorial School PTO Volunteer Opportunities 2016-2017

Please check off any events you would like to participate in over the course of the year. These forms are used to make preliminary lists of volunteers for the year's events. Chairpersons of the events will use these lists to round up volunteers for each event throughout the year. Please fill out this form and have your child hand it in on the first day of school or at your earliest convenience. We hope to see many of you at our meetings which are generally the first Wednesday of the month at 6:30PM!

Name: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Phone No.: \_\_\_\_\_

**\*\*Please make sure to include your e-mail address in order to make it easier to contact you for event planning.\*\***

Child(ren)'s Name & Class: \_\_\_\_\_

### Mark the box for any events you would like to volunteer for.

	<b>Class Parent:</b> Duties include planning class parties, attending class trips and generally being available for any needs the teacher may have. Please, only sign up for this position if you truly have the time to fulfill the duties.
	<b>Media Center Volunteer:</b> Volunteers are needed to work in the library. You will need to commit to at least one day a week. Duties include checking books in and out as well as re-shelving books and filing.
	<b>Hospitality:</b> Providing store bought baked goods for certain events throughout the year.
	<b>Bagel Days:</b> Help out one morning a month (usually a Friday) to prepare and deliver bagels to the classes at snack time.
	<b>Trunk-or-Treat:</b> To be held in the evening on Friday, 10/28. Help is needed before the event to help with parking, donating your trunk including candy, and helping with crowd control before the event begins.
	<b>Planting/Decorating Outside :</b> A committee is needed to plant and decorate outside the school on or around 10/1.
	<b>Teachers back to school lunch and/or Teacher appreciation lunch:</b> Volunteers are needed to help set up for lunch and clean up after lunch is over. Back to School lunch is Wednesday, 9/14 and Teacher appreciation lunch is Friday, 5/5.
	<b>Donuts with Dad:</b> To be held Wednesday, 11/16. Volunteers are needed to set up early in the morning, serve and clean up. MOMS ONLY PLEASE!
	<b>Cookies with Santa:</b> To be held in the evening on Friday 12/2. Volunteers are needed to set up and clean up after the event is over.
	<b>Holiday Workshop:</b> To be held the morning of Saturday, 12/3. You can help in two ways, You can cut and package craft items at home prior to the event and/or you can help out that day with the crafts.
	<b>Holiday Store:</b> Volunteers are needed to help the children shop and make their purchases. The store will be held on 12/5-12/8. Shifts will be available throughout the day. Sign up for one...or more!
	<b>Valentine's Tea:</b> To be held in the morning on Friday, 2/10. This is a 3 <sup>rd</sup> grade event and 3 <sup>rd</sup> grade parents are needed to serve at the tea (though others can help). Help is needed setting up the night before.
	<b>Talent Show:</b> For grades 1 through 3. Rehearsals are after school 3/6- 3/9. The show is performed on Friday, 3/10, once in the morning as an assembly for the children, and again that evening for the parents and families. Volunteers are needed to help at the rehearsals and the two performances.
	<b>Book Fairs:</b> Help the children select and purchase books. The Fall Book Fair is Monday, 9/26 through Thursday, 9/29. The spring book fair dates are Monday, 5/1 through Thursday, 5/4. Shifts will be available throughout each day. Sign up for one...or more!
	<b>Muffins with Mom:</b> For grades 1-3, to be held Wednesday, 5/3. Volunteers are needed to set up early in the morning, serve and clean up. K-3 DADS ONLY PLEASE!
	<b>Mother's Day Plant Sale:</b> To be held on Friday, 5/12. Help the children select and purchase plants. Shifts will be available throughout the day. Sign up for one...or more!
	<b>Mother's Day Brunch:</b> For grade 2, to be held in the morning on Friday, 5/12. Third grade parents are needed to help set up and serve at the brunch (other parents are welcome to help as well)..
	<b>Carnival:</b> May 10 (rain date 5/17): Volunteers are needed to work when all the classes are attending. Shifts will be available throughout the day. Sign up for one...or more!
	<b>Kindergarten Celebration:</b> To be held in the morning on Monday, 6/19. Kindergarten parents are needed to set up for the celebration and 1 <sup>st</sup> - 3 <sup>rd</sup> grade parents are needed to serve and clean up after.
	<b>3<sup>rd</sup> Grade Luau:</b> To be held in the evening on Friday 6/9. This is a 3 <sup>rd</sup> grade event and third grade parents are needed to set up and clean up after the luau. K-2 parents are welcome to help with set-up and "preview" this event too!
	<b>3<sup>rd</sup> Grade Celebration:</b> To be held during the day on Tuesday, 6/20. Third grade parents are needed to set up for celebration and K- 2 <sup>nd</sup> grade parents are needed to serve and clean up after.

