

# SHARON ELEMENTARY PTO

## Volunteer Sign-Up Sheet 2010-2011

It is volunteer time again! We need your assistance to help make this school year a great one for our children! Below are the activities that you can assist with this year and the estimated time schedule/commitment for each. Please indicate the activities that you are interested in on the next page and return to your child's (children's) teacher by Friday, September 3, 2010. You can keep the first page for your personal calendar. Volunteer Training for new volunteers will be held on September 30, 2010 from 1:30-2:30pm in the Library. Although you may receive multiple Volunteer Sign-Up Sheets, please complete only one and include information for all your children at Sharon Elementary on that one sheet. If you have any questions or concerns, please contact the Sharon PTO Volunteer Coordinator, Patti Mockbee at [mock3kids@roadrunner.com](mailto:mock3kids@roadrunner.com) or 330-334-7476, or the school office. Thanks!!

<b>COMMITTEE</b>	<b>TIME COMMITMENT</b>	<b>DESCRIPTION</b>
"Ad Hoc" Volunteer	Flexible	Occasionally there is an unanticipated short-term need for volunteers. When this occurs you may be called (with as much notice as possible) and of course, you can always say "no" if the timing is not right.
Art Committee	Flexible	Lee Palencar, SE art teacher, needs volunteers to help with rosters, photograph/scan student artwork for display on Artsonia - the world's largest online art museum, choose/mount/hang artwork for Art on a Wire - Sharon's spring art exhibition, and various community outreach ideas.
Basket Fundraiser	November 4, 9, 11, 2010	Gather donated items and arrange into attractive themed baskets. Help sell raffle tickets during conferences.
Beach Day	January 28, 2011	Assist with noontime beach party to help students overcome the winter blahs - loads of fun!!
Blood Drive	March 29, 2011	Help organize Red Cross Pint Size Hero Blood Drive for adults in community.
Book Bingo	February 4, 2011	Help set up cards and assist children with playing Bingo.
Book Room Helper	Weekly	Work with Mrs. Frye and Mrs. Kudla to help teachers gather and return book room books.
Book Swap	February 16-17, 2011	Help organize donated books and assist students as they "swap" different books.
Bulletin Boards	Monthly	Help put up bulletin board displays in the hallways.
Cafeteria	Weekly	Supervise children, help open containers, clean tables, etc.
Clinic	Weekly	NO MEDICAL TRAINING NECESSARY - just a desire to help children with some TLC, bandages, and ice packs. Your schedule requirements can be accommodated. Help during VISION SCREENING in the fall.
Copy Center	Weekly	Help staff the copy room to assist teachers with copy needs.
COSI	March 31, 2011	Hands-on volunteer help for all-day science assembly and activities.
Fall Festival	November 6, 2010	Help with food, publicity, set-up, clean-up, etc. for fabulous family fun festival.
Family Dance	February 25, 2011	Assist with set-up, publicity, organization, clean-up, etc. for family dance in gym.
5th Grade DVD	Flexible	Help gather pictures and memories to be compiled into DVD for 5th graders as they "graduate" to Middle School.
5th Grade Program/Picnic	June 6th, 2011	Help set-up, serve, and clean-up for program and picnic to celebrate 5th graders' "graduation" to Middle School.
Garden Committee	Flexible	Help during fall and spring to weed, plant, and tend to school garden.
Holiday Shoppe	December 1-3, 2010	Help set-up, assist children with holiday shopping, clean-up during 3-day event.
Hospitality	Flexible	Set-up, serve, and/or donate baked goods for various events throughout the year.
Kindergarten Registration	March 17, 2011	Help set-up tables and materials, assist children and parents during registration.
Last Day of School Activities	June 7th, 2011	Organize, schedule, and supervise end-of-year games and activities for grades 1-4.

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Library	Flexible	Assist with alphabetizing and shelving materials, also help with Book Fair in May.
Market Day	Monthly	Set-up and help with order pick-up for monthly Market Day Food Co-Op - 4th Wednesday of each month from 2-5:30pm.
Muffin Mania	March 15-16, 2011	Assist with setting up trays of muffins, re-stock milk and juice, help clean-up, etc. for parent/student breakfast in cafeteria.
Photo Club	Flexible	Assist with a small group of students learning photography.
Plant Sale	May 5-6, 2011	Assist children with plant selections, help set-up, clean-up, etc.
Read-A-Thon	February 1-28, 2011	Assist with gathering paperwork and money from Read-A-Thon sponsors.
Rebates	Flexible	Help coordinator administer rebate programs (e.g. Box Tops, Campbell's Soup labels, etc.)
Retail Gift Card Sales	Flexible	Help in the collection of orders and distribution of gift cards from grocery cards, restaurants, etc.
Safety Weeks	Weeks of June 13 and 20, 2011	Help set-up and supervise entering Kindergarteners in fun safety activities each morning Monday to Friday.
School Supply Packs	Spring 2011	Help coordinator administer school supply program - orders are taken in March/April and distributed near end of school year.
Sports Day	April 15, 2011	Help in cafeteria with lunchroom supervision, re-stock popcorn, and wipe tables, etc. for fun sports-themed day at school.
Teacher Appreciation	Week of May 2, 2011	Assist with snack and goodie set-up for teachers to thank them for all their hard work!
Volunteer Appreciation	April 29, 2011	Help teachers set-up breakfast and goodies to thank volunteers for all their hard work!
Walking Club	Fall 2010 - weekly	Help yourself and students get into the healthy habit of walking during recess.

## CLASSROOM VOLUNTEER

Mark any or all of the areas involved with your child's (children's) classrooms! The need for classroom volunteers varies according to the needs of the individual teachers and classroom. Teachers will make every attempt to work with your schedule. In late September or early October each teacher will schedule a communication meeting with the volunteers for his/her classroom. Details will be sent home by your child's (children's) teachers at that time. Even if you volunteered during Open House please sign up on this form so we can be sure we have accurate information for all of our volunteers. Thanks!

COMMITTEE	TIME COMMITMENT	DESCRIPTION
Baker/Donator	Flexible	Provide snacks, paper products, decorations, and/or prizes for classroom parties and activities.
Head Room Parent	Halloween party, Holiday party, Valentines party	Head Room Parent coordinates Room Parents and functions as liaison between teacher and other parents to coordinate class parties/events.
Room Parent	Halloween party, Holiday party, Valentines party	Coordinate details of, and supervise parties/activities for your child's (children's) classroom(s). Room Parents can only supervise one classroom per party/event (each teacher reserves the right to limit the number of Room Parents at a party or activity due to space constraints).
Teacher Helper	Weekly/Flexible	Help your child's (children's) teacher(s)/classroom(s) with a variety of activities (varies by teacher).

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<b>Volunteer Name:</b>		<b>Phone:</b>		<b>Email:</b>	
<b>Child #1 Name:</b>		<b>Grade/Teacher:</b>			
<b>Child #2 Name:</b>		<b>Grade/Teacher:</b>			
<b>Child #3 Name:</b>		<b>Grade/Teacher:</b>			
<b>Please check boxes below to indicate volunteer activities:</b>					
"Ad Hoc" Volunteer		COSI		Muffin Mania	
Art Committee		Fall Festival		Photo Club	
Basket Fundraiser		Family Dance		Plant Sale	
Beach Day		5th Grade DVD		Read-A-Thon	
Blood Drive		5th Grade Program/Picnic		Rebates	
Book Bingo		Garden Committee		Retail Gift Card Sales	
Book Room Helper		Holiday Shoppe		Safety Weeks	
Book Swap		Hospitality		School Supply Packs	
Bulletin Boards		Kindergarten Registration		Sports Day	
Cafeteria		Last Day of School Activities		Teacher Appreciation	
Clinic		Library		Volunteer Appreciation	
Copy Center		Market Day		Walking Club	
<b>Classroom Volunteers</b>					
Baker/Donator		<b>Class/Teacher:</b>			
Head Room Parent		<b>Class/Teacher:</b>			
Room Parent		<b>Class/Teacher:</b>			
Teacher Helper		<b>Class/Teacher:</b>			

**PLEASE COMPLETE THIS FORM AND RETURN TO YOUR CHILD'S TEACHER BY FRIDAY, SEPTEMBER 3, 2010.**