

2014-2015



SHE Volunteer Opportunities

The Summit Hill PTO looks forward to having parents get involved in their child's education and in the school. Below is a summary of volunteer opportunities you may sign up for. ***Please fill out this form and turn it in at Sneak a Peek or via your child's classroom teacher.*** You will be contacted by a PTO chairperson. Thank you for donating your time.

Parent Name _____ Phone# _____

Email address _____

Student Name	Grade	Teacher (if known)

SIGN UP IN YOUR CHILD'S CLASSROOM FOR:

- 1. Room Representative:** If interested, submit your name on August 7th at Sneak a Peek in your child's classroom. If you are unable to attend Sneak a Peek and would like to submit your name, please email Christie Estes at christierestes@me.com by August 7th. Selections will be confirmed by August 10th and all parents who submit their names will be notified. MANDATORY Room Rep Training will be held on Tuesday, August 12th at 9am. Room Reps coordinate classroom events, recruit volunteers & facilitate communication among classroom parents, school, and the PTO.
- 2. Discovery Lab & Art EdVentures:** Sign up on Curriculum Night in your child's classroom. Volunteers will assist with **your child's class** in the school's science and art labs with hands on experiments & demonstrations. All labs are scripted for volunteers, no experience necessary.

VOLUNTEER OPPORTUNITIES

- Media Center:** Assist with checking in/out library materials, re-shelving books. 2 hr. shifts, ongoing & flexible. *Especially fun to volunteer during your student's Media Center time!"*
- Copy Center:** Reproduce & collate classroom materials for teachers. Approx. 4 hours per month M-F between 9am-12pm.
- Helping Hands:** Assist in cafeteria during Kindergarten and 1st grade lunch (M-F, 11:15am-12:15am). Help students open containers, get napkins, straws etc. (*Great for parents of K and 1st grade students*). Commitment is 1-2 hours per month depending on # of volunteers.

.....Please turn over for more Volunteer Opportunities.....



- Vision & Hearing Screening:** Assist professional staff with testing and managing students in hallways and testing rooms. Approx. 3-4 hour shifts, onetime event.
- Picture Day Help:** Help organize & manage classes as they come into the gym, take paperwork for photographer. Approx. 2-3 hour shifts during Fall & Spring Pictures. Thursday Aug. 28th and Wed. March 11th.
- Discovery Lab Grade Level Chairs:** Communicate Lab Dates to Room Reps in your grade. Send reminder emails so Room Reps can ensure their class is prepared. With guidance from PTO Committee Chair, set up & take down science labs (3x a year).
- Book Fair:** Assist with decorations, displays, sales, set up/clean up. Event held in mid November. Volunteers work various 3-4 hour shifts as needed.
- Hospitality:** Assist hospitality chairs with refreshments & decorations for programs sponsored and funded by the PTO. Teacher Appreciation Luncheons, Donuts w/ Dads, Staff Holiday Wrap etc. (2-4 hrs. per event.)
- Family Fun Nights:** Help Chair organize & manage PTO annual events (i.e. Bingo & Baskets, Spring Dance, Movie Nights, etc.)
- Grounds Beautification / Environmental Education:** Assist with beautification of the school grounds through scheduled "Grounds Improvement & Clean Up" days. Assist with Earth Day Projects.
- Yearbook:** Take digital pictures at school events and submit them to the yearbook committee. Need 2 photographers per grade level. (Please note your child's grade.) Must have own camera.
- Fall Family Carnival:** This year's theme is Mardi Gras! Assist carnival chairs with organizing & managing the event, set up/clean up, organizing vendors, working booths, stations, cake walk, selling tickets. All volunteer positions are shift based so you can help out and enjoy the carnival with your family.
- Chick-fil-a Nights:** Second Tuesday of the month. Choose a 5-6:30 or 6:30-8pm shift. Volunteers will check students in and manage any on site activities.
- Red Ribbon Week & Kindness Week:** Assist Committee Chair with promoting 2 different weeklong Character Development Events designed to educated kids on specific topics. (Drugs & Alcohol, Kindness to Others) Help with decorations, taking pictures and age appropriate activities.
- Labels for Education:** Help count, and bundle Box Top labels & Coke Rewards to raise funds for the school. Commitment is 4 hours, once per month.

****** We have many volunteer opportunities for working parents- it's a great way to get involved in your child's school. If interested please email Debbie McHugh at DMcHugh@email.com**