

## PTA Volunteer Form - Due West Elementary School



Feel free to take this home and consider where you can help make a difference for Due West and your child. Please return to your child’s teacher as soon as possible. You can also volunteer online at [www.duewestpta.com](http://www.duewestpta.com).

**Students’ Names** \_\_\_\_\_ **Teachers’ Names** \_\_\_\_\_

**Parent Volunteer 1 Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Parent Volunteer 1 Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Classroom committees:** Sign up in the classroom or send a note to the teacher requesting to be put on these committees:  
**Room Parent:** Plan classroom parties; get volunteers for the fall festival, teacher appreciation week, silent auction basket, etc.  
**Yearbook:** Set up pages; take pictures for your child’s classroom and grade level.  
**Garden:** Volunteers help the your child’s class plant and take care of the garden.

Check for Parent 1 to Volunteer	Check for Parent 2 to Volunteer	Committee Name and Description
		<b>Advocacy and Legislation:</b> attend PTA day at the capitol and keep up-to-date on issues important to Due West.
		<b>ARC &amp; Reading:</b> Help facilitate additional reading programs, oversee ARC tests (7:30 – 7:50 a.m.) in the Computer Lab.
		<b>Bingo &amp; Pizza:</b> Plan Bingo & Pizza night on Friday, January 27 <sup>th</sup> at McClure Middle School.
		<b>Book Fair:</b> Assist Mrs.Stigall with set up, clean up and book sales twice a year during conference week.
		<b>Box Top Program:</b> Cut and count Box tops, promote use of Box Tops program.
		<b>Community Outreach:</b> Help organize projects and collections for those in need in our community.
		<b>Community Liaison:</b> Seek out community support & coordinate with our Partners in Education.
		<b>Cultural Arts:</b> Help with any additional art or music programs
		<b>Due West Dash 5K Road Race-</b> assist with coordinating volunteers and securing sponsors
		<b>Due West Do Dads:</b> Provides assistance for projects and events such as building, planting and repairs.
		<b>Exceptional Children:</b> Be an advocate within PTA and the school for exceptional children.
		<b>Family Dance:</b> Plan, decorate, sell tickets, have fun. February 24 at Lost Mountain Middle School
		<b>Family Dinner Nights- send home reminders for dinner nights and award trophy to winning class with most attendance</b>
		<b>Family Fun Nights- promote family fun nights such as Skate night or Bowling night. Award class for most attendance</b>
		<b>Fifth Grade:</b> Plan end of the year activities and fundraisers.
		<b>Garden:</b> Assist the chair with various garden tasks
		<b>Health and Safety:</b> Eye and hearing screening, Red Ribbon Week, Bus safety week, Health Fair to be held Oct. 15th

		<b>Holiday Elves Workshop:</b> Volunteers assist students with making crafts to give as gifts. The event will be held Thurs. Dec 1
		<b>Hospitality:</b> Send in food for various activities such as conference week and teacher appreciation luncheon.
		<b>Media Center:</b> Volunteer in the Media Center, shelving books, working check-in/out desk.
		<b>Membership:</b> Collect membership forms, maintain membership records, and distribute cards.
		<b>Newsletter:</b> Collect articles for electronic newsletter.
		<b>Original Artwork:</b> Collect artwork from each student, collect money and distribute items.
		<b>Production Lab:</b> Complete projects for the teachers; run off copies, buttons, laminating, cutting, and etc.
		<b>Recycling:</b> Assist chair in recycling within the school on Fridays.
		<b>Reflections:</b> Collect and display entries. Plan participants' reception.
		<b>School Store: 6:45-8:00 a.m.</b> Friday of each week - Set up, sell, and clean up once a week.
		<b>Scrapbook Mom:</b> Keep up with PTA & school events to compile a record of the year.
		<b>Spirit Shirts:</b> Help organize/sell shirts at Meet & Greet, Open House & throughout the school year. Distribute pre-ordered shirts to classrooms.
		<b>Student Enrichment (In School)-</b> Organize additional programs during school
		<b>Yearbook-</b> Oversee photographs, creation and layout of the school yearbook for publishing.