Walk-a-Thon Sign Up Sheet

***About the Walk-a-Thon:*** *This fall fund raiser* ***(October 13, 2017)*** *helps to raise the most funds in one event for our school. It is a one day event that requires prep time ahead of the event and volunteer coordination the day of the event. Volunteer roles include passing out lap prizes, raffle prizes, post walk treats and encouraging the kids while walking. These roles can be broken into “shifts” or full/half day periods or anything in between. The chair of this event would be responsible for volunteer coordination, raffle prize collection, lap prizes and any other day of enhancements they or a team of chairs comes up with.*

Breakfast with Santa Sign Up Sheet

***About the Breakfast with Santa:*** *This winter family friendly fund raiser (December 16, 2017) is an all you can eat pancake breakfast families pay to attend. Santa is available for pictures and the first grade classes perform holiday songs for entertainment. Volunteers are asked to sign up for hour or more shifts during which guests are checked in, food/drink is served, and kitchen runners are used to refill service lines. In addition groups are need for day before set up and post event clean up. The chair of this event would be responsible for coordinating ticket sales, volunteer coordination before, during and after the event and supply coordination. Pam Ulry is the current chair and is available to “train” a new chair for 2018.*

Monthly Teacher Meals Sign Up Sheet

***About the Monthly Teacher Meals:*** *This hospitality type event occurs monthly on predetermined days and requires very little time commitment. The chair of this event will coordinate the volunteer signups for food and drink donations and set up/clean up tasks (although office staff is very willing to help with this aspect). Monthly meals include baked potato bar, taco bar and soup and salad buffet. Once a chair is identified they will simply need to create a Sign Up Genius for each meal and communicate with the PTO the specifics of each meal. The PTO plans to ensure those Sign Ups are forwarded to the entire SDE family to ensure adequate donations for each meal. In addition a budget is allocated by PTO.*

Box Tops Sign Up Sheet

***About the Box Tops Program:*** *This twice yearly collection program is free and easy money for our school. Classrooms collect the Box Top coupons throughout the year and, once turned in, a check is cut to the school from the program sponsor. The Chair of this group will be responsible for the coordination of the volunteers willing to help, informing the classrooms of the collection periods and cut offs, and submitting the cut Box Tops to the program sponsor. Volunteers will be responsible for trimming, counting and bundling the Box Tops. This activity is typically done as a group activity on the last collection day of the period.*

Spirit Wear Sign Up Sheet

***About Spirit Wear:*** *???*

Book Room Sign Up Sheet

***About the Book Room:*** *This teacher/classroom support service enables the teachers to provide their students with level appropriate reading choices throughout the year without cutting into valuable classroom time and budgets. The room is located in the Kinder Hall and is currently organized and ready for an enthusiastic person or persons to take over. The Chair will be responsible for ensuring the book room is maintained, book supplies are distributed and returned in a timely manner and volunteer coordination. Volunteer’s time and duties will be at the discretion of the chair but typically are a sharing of the same duties.*

School Supply Kit Sign Up Sheet

***About the School Supply Kits:*** *This is both a service to families and a fund raiser for our school. The chair will be responsible for the coordination of kit order sheets to families and kit distribution prior to fall school start. Volunteers will aid in kit distribution prior to fall school start.*

Outdoor Beautification Sign Up Sheet

***About the Outdoor Beautification Group:*** *This school service group maintains and beautifies the outdoor common areas of our school building. With the help of student groups such as the Environmental Group and Girl Scouts this group will plan, clean and maintain the flower beds and gardens on the school property. The chair of this group, Jamie Hoffman, will be responsible for the planning and volunteer coordination of the group while the volunteers will take part in bed maintenance and garden care beyond that of the student efforts.*

COSI on Wheels Sign Up Sheet

***About COSI on Wheels:*** *This hands on student centered STEM activity is a two day event that bring COSI into the school and gives students an opportunity for hands on learning, COSI style. SDE Intervention Specialist Amy Felicity heads up the coordination of this two day events but needs the help of many parent volunteers to man the individual stations. COSI provides the stations and all the info to run them, parents are there to lead students thru the learning process. This is a student favorite but is impossible without parent volunteer support.*

Teacher Appreciation Sign Up Sheet

***About Teacher Appreciation Week:*** *This week long appreciation activity typically involves giving the teachers/staff one luncheon, a reusable type gift (think coffee mug or other Pinterest find) and small daily reminders of how much we appreciate all they do for our kiddos (another Pinterest search). The chair responsibilities will include the coordination of the week’s events along with the volunteers to make it happen. This event typically occurs the second week of May and is allotted a budget from PTO.*

Book Fair Sign Up Sheet

***About the Book Fair:*** *The Scholastic Book Fair is a twice yearly sale that gives families the opportunity to purchase books with a portion of the proceeds going back into the school in the form of Scholastics Dollars (monies the school can use to make purchases from Scholastic including books, media, and classroom tools). The chairs of this event coordinate the timing, communication with Scholastic and the coordination of the many volunteers needed to complete the sale. Volunteers are asked to help with set up, sales shifts and tear down throughout the week of events. The first sale is scheduled for November 10-17 and will coincide with our annual Family Movie Night on November 17th.*