

Beverly Farms Elementary School

PTA Volunteer Opportunities, 2008-09

Please mark all PTA activities in which you would like to help; our goal is participation from all our families! We are looking for volunteers for all events and committees. **PLEASE RETURN THIS FORM TO THE PTA DRAWER "PTA VOLUNTEER OPPORTUNITIES" BY SEPTEMBER 5TH or email to kmtepasrn@yahoo.com. Thanks!**

Parent/Guardian _____
Children(s) Grade(s) _____
Phone _____
Email _____

Before- and After-School Enrichment

___ **Baldwin's Basketball**

Coordinate, publicize, and register students for after-school basketball program.

___ **Chess Club**

Coordinate, publicize, and register students for before- and after-school chess program.

___ **Club Beverly Farms**

Organize, publicize, register, and supervise monthly Saturday night club for students.

___ **Creative Adventures**

Coordinate, publicize, and register students for after-school arts program.

___ **FLES**

Coordinate and register student for before- and after-school MCCPTA-sponsored foreign language program.

___ **Keyboarding**

Coordinate registration, publicize, and organize after-school keyboarding course.

___ **Mad Science**

Coordinate, publicize, and register students for after-school science program.

School-Day Enrichment

___ **Community Service**

Plan, coordinate, and run school-wide efforts to help others, including clothing and school supply drives.

___ **Cultural Arts**

Select, coordinate, and supervise cultural arts programs, including musicians and authors, performed at monthly school day assemblies. Coordinate Artist-in-Residence.

___ **Memory Math**

Coordinate, conduct, and assist with math enrichment program conducted in upper grades.

___ **Reflections/Literary Journal**

Coordinate and publicize National PTA-sponsored program that promotes student expression via the written and creative arts. Compile entries into school literary journal.

___ **School Store**

Train and supervise fifth grade students running the store before school. Purchase supplies and educational materials to be sold.

Annual Enrichment Events

___ **Science Expo**

Organize, publicize, and direct annual science fair.

___ **Variety Show**

Organize, publicize, and coordinate showcase of student talent, including auditions, rehearsals, and crafting program.

Community Building Programs

___ **Community Service Fair**

Plan, organize, publicize, and conduct Community Service Fair to raise awareness of needs within our community and joy of service to others.

___ **Playground Coaches**

Supervise and coordinate games/activities at recess.

___ **Family Nights Out**

Organize and publicize Family Nights for the community at local restaurants, sporting events, ice skating, etc.

____ **Kindergarten Orientation**

Work with staff to coordinate materials, volunteers, and publicity for incoming Kindergarten families in early spring.

____ **Multicultural**

Plan multicultural events to celebrate the cultural diversity of our school community.

____ **Staff Appreciation**

Celebrate our staff, coordinate and publicize Staff Appreciation Week in the spring, coordinate and facilitate staff lunch held on the last day of school.

____ **Yearbook**

Coordinate layout, design, and editing. Take or collect photos of school events. Manage sale and distribution.

Fundraisers

____ **Campbell's Labels for Education**

Encourage, coordinate, collect, and tally year-round Campbell's Labels for Education drive.

____ **General Mills' Box Tops**

Encourage, coordinate, collect, and tally year-round General Mills' Box Tops for Education drive.

____ **Cash-for-School Programs**

Encourage community participation and register Beverly Farms in cash-for-school programs, including Giant, Safeway, Campbell's, Recycling, Target, Office Depot, and Box Tops.

____ **Gift Wrap Sale**

Organize, publicize, and assist Fall gift wrap fundraiser. Collect orders, tally, and help distribute purchases.

____ **New Book Fair**

Coordinate, publicize, run, and work shifts at week-long new book fair to be held in late November.

____ **Original Art**

Coordinate, publicize, collect orders, and distribute products made from student art.

____ **Plant Sale**

Coordinate, contract with nursery, publicize, take orders, arrange pick-up, and help with distribution.

____ **Spirit Wear Sale**

Organize, coordinate selection and design, publicize, collect orders, and distribute sale of items with Beverly Farms logo.

PTA Essentials

____ **Eagle Express**

Produce, edit, and distribute PTA newsletter.

____ **Hospitality**

Provide refreshments for PTA-sponsored meetings, and Parent Visitation Day. Organize End-of Year Dinner.

____ **Membership**

Lead PTA membership drive, collect dues, and distribute PTA directory and calendar.

____ **Special Needs Liaison**

Publicize and keep up-to-date on issues and events of interest to our families with children with special needs.

____ **Volunteer Coordinator**

Compile and maintain parent volunteer lists; prepare reference book for use by school staff and PTA.

____ **PTA Webmaster**

Maintain and update PTA information on official Beverly Farms Elementary website.

____ **Welcome Committee**

Welcome and conduct outreach to new families at Beverly Farms. Arrange mentor families.