

# Folger McKinsey Volunteer Sign-Up Sheet

2014-2015 Volunteer Opportunities

Welcome!! There are many ways to get involved at Folger! Please see below for tons of volunteer opportunities and check off what best suits you!! Your preferences will be added to our database and as needed you will be contacted by a PTO member or a committee co-chair to discuss how you can contribute to a specific program or event. Thank you all for taking the time to fill this form out and for offering your time and talents to make this another great year for the kids.

If you're a previous PTO member and active volunteer, please complete this form each year. Interests and schedules so we'd like to ensure we have your up to date and current information.

**\* Please send the completed form back to school in your child's backpack, or bring it with you to Back to School night on September 10th.**

**\* To view descriptions of volunteer opportunities listed below, click on the PTO section of [www.folgermckinsey.org](http://www.folgermckinsey.org).**

Parent's Names: \_\_\_\_\_

(Please put a check beside the best way to reach you)

Home Phone \_\_\_\_\_  Work/Cell Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_ Is this e-mail address  New?  Same as last year?

Student's Name \_\_\_\_\_ Teacher/Grade \_\_\_\_\_

Student's Name \_\_\_\_\_ Teacher/Grade \_\_\_\_\_

Student's Name \_\_\_\_\_ Teacher/Grade \_\_\_\_\_

Student's Name \_\_\_\_\_ Teacher/Grade \_\_\_\_\_

## On-going Programs

These are yearlong projects that require one or more volunteer hours a month.

Volunteer	Co-Chair	Volunteer	Co-Chair		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Year Book	Fundraising Committee
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	PTO Membership Drive and Directory	Box Tops/ Business Recycling Program
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	School Store – 5 <sup>th</sup> Grade	Cash Register Receipts
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Classroom Recycling	Cultural Arts Programs
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Green School	Direct Donation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Media Center/Library Volunteer	Corporate Partnership and Advertising
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Grant Proposals	Staff Nomination Committee
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spirit Wear	Health Room Volunteer
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jr. Great Books	Kindergarten Lunch Helper
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	FIRST Lego League	Foreign Language Club
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jr. FIRST Lego League	Karate Club
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Science Club	Fitness Club (ie. Let Me Run, etc)

**\*\*OVER\*\***

## Special Events

These programs are either one day events or take place over a limited number of days. Your time investment will be concentrated over a shorter period of time.

Volunteer	Co-Chair		Volunteer	Co-Chair	
<input type="checkbox"/>		Hootenany Variety Show	<input type="checkbox"/>		Picture Day
<input type="checkbox"/>	<input type="checkbox"/>	Staff Appreciation Week	<input type="checkbox"/>	<input type="checkbox"/>	HOOT Publishing
<input type="checkbox"/>	<input type="checkbox"/>	Family Game Night	<input type="checkbox"/>		Art Show
<input type="checkbox"/>		PTO Audit	<input type="checkbox"/>		V.I.P. Day
<input type="checkbox"/>	<input type="checkbox"/>	Read Across America	<input type="checkbox"/>		Family 5K and Fun Run
<input type="checkbox"/>	<input type="checkbox"/>	Drama Club – 4 <sup>th</sup> and 5 <sup>th</sup> grade	<input type="checkbox"/>		Hilltop Sharing
<input type="checkbox"/>		Spelling Bee	<input type="checkbox"/>	<input type="checkbox"/>	Halloween Activity
<input type="checkbox"/>	<input type="checkbox"/>	Junior Achievement Day	<input type="checkbox"/>	<input type="checkbox"/>	Parent Information Night

## Talents and Special Skills

Many times during the school year, Folger is in need of volunteers with very specific skills. By checking the boxes below you may be contacted by a PTO member or a committee co-chair who will ask you to use these skills for a variety of Long Term Programs and/or Special Events.

- |   |  |
|---|--|
| <input type="checkbox"/> Data Entry                             | <input type="checkbox"/> Grant Writing         |
| <input type="checkbox"/> Excel Spread Sheets                    | <input type="checkbox"/> Copy Writing          |
| <input type="checkbox"/> Power Point                            | <input type="checkbox"/> Editing               |
| <input type="checkbox"/> Work at home (cutting, stapling, etc.) | <input type="checkbox"/> Public Speaking       |
| <input type="checkbox"/> Document Preparation                   | <input type="checkbox"/> Photography           |
| <input type="checkbox"/> Copying                                | <input type="checkbox"/> Money Handling        |
| <input type="checkbox"/> Laminating                             | <input type="checkbox"/> Sourcing Products     |
| <input type="checkbox"/> Bakers / Baking from Home              | <input type="checkbox"/> Special Event Greeter |
|   | <input type="checkbox"/> Quickbooks            |

## Are you available to volunteer?

- |                                    |                                    |                                    |
|------------------------------------|------------------------------------|------------------------------------|
| <input type="checkbox"/> Morning   | <input type="checkbox"/> Evening   | <input type="checkbox"/> From Home |
| <input type="checkbox"/> Afternoon | <input type="checkbox"/> At School |                                    |

## Mandatory Volunteer Video

All volunteers **MUST** view a mandatory volunteer video prior to volunteering inside the school. The video only needs to be seen once in a lifetime.

\*\*\* Have you viewed the mandatory volunteer video?  Yes  No

If no, here are viewing opportunities:

- Volunteer Orientation: Wednesday, September 24<sup>th</sup>, 1:30pm at Folger McKinsey.
- Contact Miss Rieke (Folger McKinsey guidance counsellor) to make arrangements to see the video.

Thank you again for volunteering, we are looking forward to a great year. If you have any questions about this form please feel free to contact me.

Sincerely,

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