

STEVENSON ELEMENTARY SCHOOL
PTO VOLUNTEER INFORMATION
2008 – 2009

If you are new to the Stevenson Community...WELCOME!!! We're sure you will find this an exciting and wonderful year!

For those who are returning to the Stevenson Community...WELCOME BACK!!! We hope this year brings new adventures and new experiences for both you and your student(s).

The start of the new school year brings about excitement in our students, wanting to find out who their classmates are and who their teachers will be. And just as important, it's exciting for parents who want to get involved in many of the PTO sponsored activities!

Below are volunteer opportunities the PTO needs your help with! Just complete the volunteer information below, check all the boxes you're interested in volunteering for, and return the sheet to school with your student. It's that easy! (On the back of this sheet are brief descriptions of each opportunity.)

VOLUNTEER INFORMATION

PARENT/GUARDIAN NAME: _____

STUDENT NAME: _____ TEACHER: _____

STUDENT NAME: _____ TEACHER: _____

HOME PHONE: _____ WORK PHONE: _____ CELL PHONE: _____

E-MAIL ADDRESS: _____

PREFERRED METHOD OF CONTACT: HOME PHONE WORK PHONE E-MAIL

- BOOK FAIR (11/07/08)
- BOOK FAIR (Spring date TBD)
- BUTTERFLY GARDEN
- FALL PICTURE DAY (09/23/08)
- FAMILY FUN NIGHT (Movie Night – 09/25/08)
- FAMILY FUN NIGHT (Multi-Cultural Night – 11/07/08)
- FAMILY FUN NIGHT (Dance – 02/27/09)
- FUNDRAISER
- HOLIDAY GIFT SHOP (12/11/08)
- HOSPITALITY
- MARKET DAY
- MULTI-CULTURAL
- SPRING PICTURE DAY (Spring date TBD)
- WORKROOM
- YEARBOOK

BOOK FAIR

Assist parents and children in buying books and restocking the shelves from 3:30 to 7:00 pm. Opportunities to volunteer occur in both fall and spring.

BUTTERFLY GARDEN

Bring your gardening gloves for weeding, planting, and watering in the Butterfly Garden located at the front of the school. You are welcome to include your student(s)/family in this activity! Workdays are scheduled 1-2 times per month during the fall and spring. You do **not** need to be available for every workday to be part of this exciting team. Any time you have available to volunteer would be greatly appreciated!

FALL / SPRING PICTURES

Assist school photographers from 9:00 a.m. to 1:00 p.m. by escorting classes to the gym and helping supervise students while they wait for their photographs. Opportunities to volunteer occur in both fall and spring.

FAMILY FUN NIGHTS

Help with set-up/decorating, serving of snacks/treats, and clean up. There is plenty of time to have fun and enjoy these events with your family. Opportunities to volunteer occur several times (**Movie Night; Multi-Cultural Night; and the Spring Dance**).

FUNDRAISER

Organize, sort, and distribute fundraising materials to students prior to the sale. When the products arrive, assist with the sorting and distribution during pick-up by our Stevenson families.

HOLIDAY GIFT SHOP

The most anticipated event of the year! The Holiday Gift Shop provides your student with the opportunity to shop without family members being present! Parent and teacher volunteers guide students through the gift shop at the school, helping them choose the best gifts, all the while staying within their budget.

HOSPITALITY

"The gift of food can feed the soul." This committee provides and serves food and refreshments at several Stevenson functions (**Monthly Teacher Breakfasts, Holiday Tea, Spotlight on Students, etc**). Your involvement can range from donating cookies or serving punch, to providing breakfast items for the monthly teacher breakfasts. You do **not** need to be available for every event, or provide items for every event to be a member of this committee.

MARKET DAY

Have some fun and volunteer once a month (anytime between 3:30 - 6:00 p.m.) to assist in unloading and sorting of Market Day food for individual buyers. You do **not** need to be available every month to be a member of this committee.

MULTI-CULTURAL

This committee helps Stevenson by working with teachers, the Building Leadership Team, and the PTO to provide students with materials and events to develop their knowledge and understanding of different cultures.

WORKROOM VOLUNTEER

Help our fabulous teachers with jobs such as copying, collating, and compiling projects for their students. Work can be done at the school or taken home if it's more convenient. There is always something to be done in the workroom! Volunteer for an hour, a day, a week...whatever your schedule allows.

YEARBOOK

No photography experience needed...just your creativity and enthusiasm! Responsibilities for the committee include gathering photos, assisting with layout, assisting with orders, and yearbook distribution.