

# EGR Middle School 2008-2009 Volunteer Sign-up

Involvement in PTSA activities is one of your best ways to stay connected and informed during your student's middle school years. The middle school is an exciting time of change and growth for your child. Parental involvement has always been important, especially in this tough time of budget restraints. The school community needs your support more than ever to continue providing diverse and enriching opportunities for all of our children. Please consider becoming involved in one of the following opportunities.

Please complete the sign-up sheet and return it to the middle school or email your information to: [Suzanne.belanger@att.net](mailto:Suzanne.belanger@att.net). You will be contacted as soon as each committee is getting organized.

\*\*\* If you are willing – please volunteer to **chair or co-chair**, it's not necessarily a larger time commitment and we always need people to take the lead!

The PTSA Executive Board looks forward to working with each of you and we welcome your suggestions and input. Thank you in advance for sharing your time in support of our children! Please call me at **954-0885** if you have any questions. Your participation is greatly appreciated!

Suzanne Belanger  
Middle School PTSA President Elect 2008-2009

## Meeting Schedule:

|                                     |           |
|-------------------------------------|-----------|
| Tuesday, September 23 <sup>rd</sup> | 9:00 a.m. |
| Tuesday, October 28 <sup>th</sup>   | 9:00 a.m. |
| Tuesday, November 25 <sup>th</sup>  | 9:00 a.m. |
| Tuesday, January 27 <sup>th</sup>   | 9:00 a.m. |
| Tuesday, February 24 <sup>th</sup>  | 9:00 a.m. |
| Tuesday, March 24 <sup>th</sup>     | 9:00 a.m. |
| Tuesday, April 21 <sup>st</sup>     | 9:00 a.m. |
| Tuesday, May 19 <sup>th</sup>       | 9:00 a.m. |

## MSPTSA Board:

Lindel Hoff, Vice President  
Stacey Levitt, Treasurer  
Jill Miller, Asst. Treasurer  
Jodi MacLean, Recording Secretary  
Amy Dozeman, Corresponding Secretary  
Andi Allen, Past President

**EGR Middle School PTSA Volunteer Opportunities**  
2008-2009

Name \_\_\_\_\_ Phone (H) \_\_\_\_\_ (W/C) \_\_\_\_\_

Email \_\_\_\_\_ Best times to be contacted \_\_\_\_\_

Student name(s) \_\_\_\_\_

Grade(s) \_\_\_\_\_

| OPPORTUNITY  | CHAIR | VOLUNTEER | TIME COMMITMENT                 |
|--|-------|-----------|---------------------------------|
| Academic Boosters                                      |       |           | As Needed                       |
| Audit Committee  |       |           | ½ day during summer             |
| Book Fair  |       |           | As needed, fall                 |
| Career Lunches   |       |           | Up to 6x's during the year      |
| Dance Chaperones                                       |       |           | Up to 1x per month              |
| Day of Caring  |       |           | 1 day in May                    |
| Gardening / Grounds                                    |       |           | As needed, Fall & Spring        |
| General Volunteer                                      |       |           | As needed                       |
| Homeroom Needs   |       |           | Registration Day                |
| Hospitality  |       |           | Bring treats to events          |
| Legislation  |       |           | Monthly meetings                |
| Magazine Sales   |       |           | September                       |
| Media Center Aides                                     |       |           | Weekly or monthly               |
| Music Boosters   |       |           | As needed                       |
| Neighborhood Needs                                     |       |           | As needed                       |
| Newcomers  |       |           | As needed, Fall time frame      |
| PTSA Membership  |       |           | Fall                            |
| Registration Day Helpers: Aug<br>8 <sup>th</sup> grade |       |           | 8:30 to 1:30                    |
| 7 <sup>th</sup> grade                                  |       |           | 8:30 to 1:30                    |
| 6 <sup>th</sup> grade                                  |       |           | 8:30 to 1:30                    |
| Staff Appreciation                                     |       |           | Bring treats/help with luncheon |
| 6 <sup>th</sup> Grade Fall Party                       |       |           | Fall                            |
| 6 <sup>th</sup> Grade Student /Parent Nite             |       |           | Early February – Friday Night   |
| 8 <sup>th</sup> Grade Reception                        |       |           | Spring                          |
| 8 <sup>th</sup> Grade Class Night                      |       |           | Spring                          |
| Team Boosters  |       |           | As Needed                       |
| Text Book Scanning & Covering                          |       |           | As Needed – Late August/May     |
|  |       |           |                                 |
|  |       |           |                                 |

## EGRMS 2008-2009 Volunteer Opportunities

**Academic Boosters:** This committee would act as a liaison with the High School academic boosters and help promote / support events that occur at the Middle School. Volunteers are needed to come to academic booster meetings once a quarter.

**Audit Committee:** This is a commitment of a ½ day or less. Two or three people are needed to audit the PTSA books sometime over the summer. Committee members may not be incoming or outgoing PTA officers. Accountants are welcome!!!

**Book Fair:** This annual event takes place one evening in October at a local book store. The chairperson would be responsible for attending the district organization meeting and setting our date. Volunteers would be needed to help publicize the event, prepare and distribute wish lists from the media center and staff, and help set-up/ take down specific book displays the night of the event.

**Career Lunches:** Groups of up to 40 students are brought together to experience new careers and diversity through guest speakers in a business like atmosphere over lunch. Offered six times a year, this wonderful student opportunity needs lots of volunteers. Help is needed for table decorations/ set-up, obtaining and tallying student food choices and ordering from food services, publicity and clean up, etc.

**Dance Chaperones:** The M.S. student council sponsors several dances throughout the school year for the 7<sup>th</sup> and 8<sup>th</sup> graders. Parents are needed to supervise these events, which generally take place Friday's evenings. 6<sup>th</sup> graders are allowed to attend the last dance, which takes place in May.

**Day of Caring:** Held annually in May, the entire M.S. student body learns the importance of community service through a "Day of Caring". A large number of volunteers are needed to help coordinate work sites, provide transportation and help supervise groups of students. Time commitment is roughly 9am to 2pm.

**Gardening/ Grounds Club:** This committee helps to maintain the beauty of the Middle School by planting, weeding and general "sprucing up" of the area around the school. Most activity would take place in the fall and spring.

**General Volunteer:** A list of parents is needed to assist with various one-time activities during the school year. These include office assistance, special events, spelling bee, hearing tests, clubs, etc. You can specify whether you can help out during school hours or after school hours.

**Hospitality Committee:** This committee supplies snacks and beverages and prepares coffee on an as needed basis during the school year.

**Legislation:** This committee of the PTA council is comprised of representatives of each PTSA/School, the School Board, and the administration. Its goal is to understand pending state and national legislation on educational issues. Meetings are held on a monthly basis. Representatives are asked to report back to their own PTSA's to keep us updated on pertinent information.

**Magazine Sales:** This annual event in September is the MS PTSA's one and only fundraiser. The chairperson is responsible for working with the local representative to coordinate sale timetable, promotion and prizes. The sale kicks off the first week of school and runs 3 weeks. Volunteers are needed to tally orders.

**Media Center Aides:** Volunteers are needed to work 1-3 times a month depending on availability. Possible jobs are re-shelving books, helping with displays, book / Internet searches, and other requests of the media center.

**Music Boosters:** This committee would act as a liaison with the High School music boosters and help promote / support events that occur at the Middle School such as providing snacks at the 8<sup>th</sup> grade music reception in December. Volunteers are needed to come in once a month throughout the school year to sort and organize music sheets.

**Neighborhood Needs:** Volunteers provide meals or assistance to families during the year as needs arise.

**Newcomers:** Help to welcome new to the district Middle School parents by being a host parent. This includes making an initial contact before school starts, possibly meeting them at the newcomer parent only night in late August, and following up with support during the school year as needed. New families may have questions about school routines, athletic activities, homework, etc. What a great way to make new friends! Sign up for this one if you were new the district yourself within the last few years.

**PTSA Membership:** This committee encourages parents to join the PTSA, collects dues on registration days in August and parent information nights in September, and records memberships.

**Registration Day Helpers:** A fun way to get you back in the swing for the new school year! Students and parents are invited to the Middle School to obtain class schedules, establish lunch accounts, get school pictures taken, order gym uniforms, etc... Registration takes place from 9am to 1pm for three days in the third week of August (dates TBF). We need 15 volunteers for each day to help hand out and collect information. If we get enough volunteers, the shifts can be split. The chairperson would be responsible for filling the time slots on each of the three days.

**Staff Appreciation:** This committee shows our Middle School staff how greatly they are appreciated by our Middle School families. The chairperson schedules parents to bring in treats, which can be any kind of snack, either homemade or purchased. Treats or luncheons are currently provided once a month.

**6<sup>th</sup> Grade Fall Party:** A chance for all 6<sup>th</sup> graders to get together for fun and games with new friends in the gym. This occurs on an October afternoon after school, usually around Halloween.

**6<sup>th</sup> Grade Parent / Student Night:** In February, 6<sup>th</sup> graders have the opportunity to introduce their parents to "new" Middle School friends at this an evening of fun activities and treats.

**8<sup>th</sup> Grade Class Night:** PTSA hosts a special evening student event to honor the 8<sup>th</sup> grade class at the end of the school year.

**8<sup>th</sup> Grade Reception / Honors Assembly:** After the Honors Assembly in late May, 8<sup>th</sup> graders and their parents are invited to a reception in the cafeteria. Volunteers are needed to help set-up tables, clean up and order / provide cookies and beverages.

**Team Boosters:** This group of volunteers will coordinate with the High School Team Boosters and help promote/support athletic events that occur at the Middle School such as concession sales.

**Textbook Scanning & Covering:** During Registration in late August and on an as needed basis throughout the school year. Also, a team is needed at the end in late May/Early August to inventory textbooks and scan them back into the system.