



FALL Volunteer Form for 2009-2010

Volunteer Name	Child's Name(s) & Grade
Phone	Email address

The PTSA is looking for volunteers for 2009-2010. Many volunteer opportunities are available, from one-time events to ongoing activities. There are both daytime and evening opportunities, and things you can do at home. Volunteers contribute to the many wonderful programs and activities that benefit all of the children at Newcastle Elementary. Please indicate your areas of interest below.

For more information, please contact us at info@newcastleptsa.org or visit our website www.newcastleptsa.org.

PTSA COMMITTEE • Time Frame	COMMITTEE DESCRIPTION	<input checked="" type="checkbox"/> Position of Interest
Fall Fundraiser – Walk-a-thon • Event – October 9 th , 2009	This is our primary fundraiser this year, replacing “Gift Wrap”. Committee assists with planning including theme, set-up and promoting of event.	<input type="checkbox"/> Volunteer
Fall Event – Health and Family Fitness • Event – October 9 th , 2009	Committee assists with planning including theme, set-up and promoting of event.	<input type="checkbox"/> Volunteer
Winter Event – Literacy w/Jammies • Event – February 26 th , 2010	Committee assists with planning including theme, set-up and promoting of event.	<input type="checkbox"/> Volunteer
Spring Event – Ice Cream Social & Dance • Event – May 14 th , 2009	Committee assists with planning including theme, set-up and promoting of event.	<input type="checkbox"/> Volunteer
Volunteers of Issaquah (VIS) Liaison	This chairperson will attend	<input type="checkbox"/> Chair
Art Docent Program • Throughout the year	Help in your child’s class to facilitate fun, meaningful and creative classroom art projects. Everything you need, including training, is provided.	<input type="checkbox"/> Volunteer
Auction • Event - Spring 2011	Help with the spring 2011 auction. You can help with anything from chairing, procurement, class projects, day of the event set-up, check-in, or clean up.	<input type="checkbox"/> Chair <input type="checkbox"/> Volunteer
Book Fair • Twice a year – October & May	Volunteers assist with set-up, cashiering and straightening books & helping students during event. Twice a year in the fall & spring.	<input type="checkbox"/> Volunteer in Oct. <input type="checkbox"/> Volunteer in May
Bulletin Board • Throughout the year	Coordinate and decorate the front hall bulletin board to reflect current events at the school.	<input type="checkbox"/> Chair <input type="checkbox"/> Volunteer
Corporate Rebates • Throughout the year	Volunteers help with cutting, sorting and packaging Box Top, Campbell Soup, and Tyson labels.	<input type="checkbox"/> Volunteer
Directory • Fall	Volunteers help with editing, printing and distributing. Generally completed by the end of October.	<input type="checkbox"/> Volunteer
Emergency Preparedness • Emphasis in the Fall	This chairperson works with office staff to inventory and update classroom emergency supplies and procedures.	<input type="checkbox"/> Volunteer
First Week of School Helpers • Beginning of school year	Volunteers help students during the first week of school. Greet when they arrive. At the end of the day, volunteers assist to make sure students get onto the correct buses and that pick-up kids are waiting for their parents. Help kindergarten students during Thurs & Fri of the first week and all of the second week of school at lunch time.	<input type="checkbox"/> Volunteer–Greeters <input type="checkbox"/> Volunteer–End of Day <input type="checkbox"/> Volunteer –Kindergarten Lunch

PTSA COMMITTEE • Time Frame	COMMITTEE DESCRIPTION	<input checked="" type="checkbox"/> Position of Interest
Food Drive • November	Coordinate school food drive, themed “Huskies versus Cougars.”	<input type="checkbox"/> Chair <input type="checkbox"/> Volunteer
Gift-a-Book • January - March	Volunteers to help cut and glue book tags before event and then adhere bookplates in donated books at the end of the event.	<input type="checkbox"/> Chair <input type="checkbox"/> Volunteer
Grant Writing • Throughout the year	Committee helps research, write and comply with education-related grants on behalf of Newcastle PTSA.	<input type="checkbox"/> Volunteer
Kidmail • Throughout the year	Help Thursday morning to prepare flyers to be sent home with our kids. Volunteers work on a rotating basis, once or twice per month.	<input type="checkbox"/> Volunteer
Kinder Connect • Throughout the year	Assist with kindergarten socials throughout the school year.	<input type="checkbox"/> Volunteer
Mary Art • Throughout the year (6 week sessions)	Chaperone present as students arrive, during, and at the end of class. Classes will be Mondays before school & Thursdays after school.	<input type="checkbox"/> Chaperone Mon. AM <input type="checkbox"/> Chaperone Thurs. PM
Newsletter Distribution • Throughout the year	Volunteer needed to keep track of those families needing a hardcopy & creating labels for the Lion’s Page.	<input type="checkbox"/> Volunteer
Parent Ed • Throughout the year	Help coordinate Parent Ed seminars for our school community. The Parent Ed Chair is also a member of our PTSA Board.	<input type="checkbox"/> Chair <input type="checkbox"/> Volunteer
Picture Day Coordinator • Fall & Spring	Volunteers assist with individual and class picture days – assist in getting classes to the photographer at appointed times	<input type="checkbox"/> Chair <input type="checkbox"/> Volunteer
Polar Express • November - December	This program provides clothing and gifts at the holidays to needy families. This program runs November and December.	<input type="checkbox"/> Volunteer
Popcorn • Throughout the year	Help on Friday afternoons to prepare popcorn and sell to our kids during afternoon recesses. Volunteers work on a rotating basis, once or twice per month.	<input type="checkbox"/> Chair <input type="checkbox"/> Volunteer
Poster/Sign Committee • Throughout the year	Make posters & signs as needed for committees to promote upcoming events and programs.	<input type="checkbox"/> Chair <input type="checkbox"/> Volunteer
Reflections • Fall	The WA State PTA sponsors a state-wide arts education contest in the fall. Help coordinate volunteers, distribute information and promote the program, display entries, identify judges, and help coordinate a reception for participants.	<input type="checkbox"/> Volunteer
School Supply Kits • Spring	Coordinate ordering of school supply kits. This process begins in the spring and then distribution before school starts.	<input type="checkbox"/> Volunteer
Spirit Wear • Fall	Help sort and distribute spirit wear orders.	<input type="checkbox"/> Co-Chair <input type="checkbox"/> Volunteer
Staff Appreciation • Throughout the year	Committee assists with ideas and planning to show staff and teachers our appreciation in various ways throughout the year.	<input type="checkbox"/> Volunteer
Student Banking • Throughout the year	Help on Thursdays during lunch to collect deposits from students. Volunteer works on a rotating basis once or twice per month.	<input type="checkbox"/> Volunteer
Vision & Hearing Screening • Fall	Volunteers assist with administering vision and hearing tests.	<input type="checkbox"/> Volunteer
Yearbook • Throughout the year	Help take pictures at events & around the school.	<input type="checkbox"/> Volunteer
As Needed • Throughout the year	I’m willing to help as things come up.	<input type="checkbox"/> Volunteer
At Home • Throughout the year	I’m willing to help with things I can do at home.	<input type="checkbox"/> Volunteer

Please fill out this form and return with your child through kidmail or fill out our online form at www.newcastleptsa.org.
We truly appreciate your support!