

PLEASE READ & COMPLETE, then SEND IN by the WEDNESDAY, after each deadline!

**BRING IN/GIVE BACK COMMITTEE
2016-2017
CLASS VOLUNTEER INFORMATION**



I would like to thank you for volunteering your free time to help raise money for your school this year. Your role is vital in helping the PMES PTA raise money for school field trips, classroom enrichment materials, and many other school needs.

THE BASICS

Your main job is to get the Tyson Labels & Box Tops ready for us to submit by trimming and counting them, and enter any Coke Rewards online. **YOUR TEACHER SHOULD BE SENDING THESE HOME TO YOU REGULARLY.**

- 1 Box Top = 1 point

Some stores even give print outs with bonus Box Tops or Labels certificates. We have seen them up to 200 bonus value. This does not include the print out that you have to activate on line. Please mark the total number of Box Top, Tyson and Coke points each time you count and send in your envelope.

Clearly complete the "Box Top Report" with the number of Box Tops, Tyson labels you are submitting. Also, record the number of Coke Rewards you entered online. You do NOT need to send these in, just enter them online.

BOX TOPS

1. Neatly cut out/trim the Box Tops.



2. SUBMITTING BOX TOP BAGGIES:

- Please place loose Box Tops in baggies of exactly 50. **You can write "50" on the baggies with 50 in them.**
 - If you have *less* than 50 in a bag put them in a snack bag with a *piece of paper saying the amount. DO NOT WRITE ANYTHING OTHER THAN 50 ON THE BAGGIES!*
3. **PLEASE DOUBLE CHECK THE BAGGIES SENT IN** by your class, and be sure each one contains exactly 50 Box Tops, then WRITE "50" on the bag in Sharpie.
4. Bonus Box Tops in any amount should be added by point amount and put on the Box Top Report. These can be sent in to us in one baggie regardless of denomination.

TYSON PROJECT A+

1. Neatly cut out/trim the Project A+ Labels and put them all together in a bag.
2. Place count on Box Top Report.



My Coke Rewards

We are hoping to encourage more people to send in Coke Rewards this year. These are codes printed on the inside of each box of Coke products. (Sprite, Coke, Diet Coke, Barqs, etc.) We are asking that EACH class volunteer set up an account at www.mycokerewards.com and choose Prospect Mill as your Cause. By doing this, it will allow us to enter more codes in a shorter amount of time, as there are weekly limits per account. Once you have entered the codes on your account, you may throw them away. Please be sure to record the number of codes you enter on the Record sheet.



SUBMISSION

- **WHERE:** Put Box Top Report and baggies back in the large PURPLE envelope and turn it into the office in the clear Box Top bin under the teachers' mailboxes. You may also send it in with your child. ***IF YOU SEND IT IN WITH YOUR CHILD, PLEASE ASK THE TEACHER to PUT IT IN THE BOX TOP BIN and NOT TO ADD ANY MORE TO IT, as they have been COUNTED and CHECKED.*** The teacher will get the envelope back to refill once the chair has checked it and emptied it.
- **WHEN:** By the **Wednesday** after the contest deadline. The chair will pick up the submissions that Wednesday afternoon from the office. We will announce the winning classes at the following Panda Pride Assembly.

CONTEST DEADLINES

We have two contests this year. Please submit your Record Sheet and envelopes to ensure your class is counted.

1st contest ends: 10/20/16

2nd contest ends: 02/17/17

**VOLUNTEERS: PLEASE SEND IN YOUR ENVELOPE WITH THE RECORD SHEET
NO LATER than the Wednesday after the deadline.**

CONTEST WINNERS

Each contest will have two class winners. One winner for Pre-K through second grade announced at the first Panda Pride assembly and one winner for the third through fifth grade at the second Panda Pride Assembly. A class can only win 1 time per school year. Each winning class will win the opportunity to have the "Box Top Panda" in their classroom until the next contest winner is announced. The winning class will also receive up to \$25.00 in playground equipment for their classroom and an extra 15 minutes of recess on a day chosen by the teacher.

Thank you again for all of your help!! 😊

If you have any questions, do not hesitate to email
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