



PMES PTA Volunteer Opportunities 2019-2020

Volunteer Name _____ Student(s) _____ Teacher(s) _____

Email/Phone _____

This form can also be submitted online! www.prospectmillpta.org/volunteer.html

I am interested in learning more about the committees marked below. How will you give your 2 hours?



Perfect for the person who can't volunteer during school hours!



Corporate & Community Donations

Chair: Miguel Zambrano

When: All year

Time Commitment: 1-2 hours a month

Contact local and national corporations as well as visit local businesses to ask them to support our school monetarily and/or volunteer time, products and services. Must coordinate with other chairs to determine what donations will be needed for which events.



Committee Members needed: 20



Painless Giving (Box Tops, Ink Recycling, etc.)

Chair: Tammy Webber

When: All year

Time Commitment: 1-2 hours a month

Help Prospect Mill's PTA earn "free money" and equipment from national companies. Count and cut your classes Box Tops/Campbell's Labels, Redners' Receipts, etc. and turn in to the office weekly. You keep a running tally to try to help your child's class win one of the three contests per year. These programs raise thousands of dollars for the school each year!

Committee Members needed: 30



Bingo Bonanza Fundraiser Committee

Co-Chairs: Danielle Spigler & Laura Lenker

When: March 20, 2020

Time Commitment: a few hours planning the event, setting up/breaking down

This fun, family-friendly event will take place on a Friday evening. This event includes Basket Bingo, special games, door prizes, 50/50 raffles, food & refreshments. Many helping hands for this event.

Committee Members needed: 15



Kids Candy Bar & Book Bingo

Co-Chairs: Debbie Smith & Cai Kehoe

When: January 23, 2020

Time Commitment: a few hours planning the event, setting up/breaking down

This fun, kid-friendly event will take place in the evening. This event will entail calling bingo for the kids, collecting candy & book prizes, and selling concessions. Many helping hands for this new-again event.

Committee Members needed: 15



Beautification Committee

Chair: Cindy Powell

When: 2-3 times per year

Time Commitment: An hour or two, a few times per year

Keep Prospect Mill reflecting the beauty of the season, inside and out! Help mulch, weed and plant seasonal flowers and make our building look welcoming and Pandarific!

Committee Members needed: 12



International Night Committee

Chair: Meredith Colburn

When: several times per year + day of the event

Time Commitment: An few hours the night of the event, plus a planning meeting or two

Help plan and organize an International Celebration in the spring to help them learn about all the varied cultures represented by our PMES family.

Committee Members needed: 12



Community Outreach Committee

Chair: Laurie Campbell

When: several times per year + day of the event

Time Commitment: An hour or two, a few times per year

Help plan and organize various Community Service oriented events throughout the year, including drives, collections and special events to sponsor need-based organizations.

Committee Members needed: 8



Kindergarten Playground Committee Chair: Lisa Rice

When: several times per year

Time Commitment: An hour or two, a few times per year

Help raise awareness and advocate for funds from local businesses and families for a new Kindergarten Playground. The PTA already has some funds set aside, we need to raise the remainder required to purchase the playground.

Committee Members: 15

Some hours may be during the school day, but help is needed outside of school hours as well.



Staff Appreciation Committee

Chair: Laura Lenker

When: One week in May and Luncheon in March

Time Commitment: varies, a few planning meetings (Feb-April) and help the week of the event

Planning starts in February with the bulk of work in April and May. Staff appreciation week takes place the first week of May and the luncheon will be held on an early dismissal Friday (likely May or March.)

We need help planning for a breakfast, Teacher Break Day, Dessert Day, ordering gifts & mailbox treats, and taking care of our bus drivers!

Committee Members needed: 15



Sweetheart Dance Committee

Chair: Mandi White

When: Winter

Time Commitment: a few hours planning the event, collecting donations, setting up/breaking down

This wonderfully fun, family friendly event will take place in our school gym. We will have ticket sales, a DJ for dancing, decorations, snacks and refreshments. All family members are welcome to attend.

Committee Members needed: 20



Hospitality Committee

Chair: Erin McCadden

When: November, May






Time Commitment: 2-4 hours

This committee helps welcome volunteers & special guests to our school during American Education Week, The Spring Art Show/Ice Cream Social. Bake a treat at home, or help staff our refreshment table.

Committee Members needed: 5







Some hours may be during the school day, but help is needed outside of school hours as well.



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|  <input type="checkbox"/> | Spiritwear Committee
<u>When:</u> At school-wide events, American Ed Week (Nov)
This committee helps to order and sell various types of items to show your Panda Pride! Prospect Mill Spiritwear, includes t-shirts, sweatshirts, hair ribbons, car magnets, etc. Help is needed to staff the table at Back to School nights, Family Fun nights, picnics, and other school-wide events. | Chair: Lisa Rice
<u>Time Commitment:</u> an hour or two, a few times per year | Committee Members needed: 10 |
|  <input type="checkbox"/> | Reflections Contest
<u>When:</u> October- November
"Reflections" is a cultural arts program sponsored by the National PTA for students PreK-12. Volunteers do not judge the art work, but help in distributing entry forms, collecting and displaying submissions, and celebrating student achievement. Students love seeing their artwork and attending the Reflections donut celebration made possible by our volunteers. | Chair: Nicole Moaddel
<u>Time Commitment:</u> varies | Committee Members needed: 5 |
|  <input type="checkbox"/> | Talent Show Committee
<u>When:</u> Spring – April 22, 2020
Help organize this awesome event for PMES! The Talent show will be held in the auditorium at the Amoss Center at Harford Tech. Dress rehearsal is scheduled for May 8 in the evening and the Talent Show will be Wednesday, May 9 at 6pm. Help is needed to plan the show, help during rehearsals, and during the event itself at the refreshments table, backstage, and organizing the children. | Chair: Joan Hare & Amy Patrick
<u>Time Commitment:</u> Varies | Committee Members needed: 5 |
|  <input type="checkbox"/> | Family Fun Nights
<u>When:</u> Periodically, mostly evenings
allowing PMES families to get together in the evening either at the school or outside in the community. This year's activities include Chuck E. Cheese night, Square 1 Art fundraiser, Magerks, Chick Fil A, etc. We need volunteers to help plan events, make fliers advertising the events, and to help at events. | Chair: Leigh Kaminsky & Heidi Womack
<u>Time Commitment:</u> varies; you could help plan or simply help at one of the events These events help raise money for our school while | Committee Members needed: 5 |
|  <input type="checkbox"/> | Panda FUND Run & PAWS for a Cause
<u>When:</u> October & April
Our fall & spring fundraises will be fitness-based events, seeking donations from families & friends to help support our PTA events for the entire year. We need volunteers to help create flyers, collect and sort donations, organize prizes, attend the event to help supervise the students, tabulate class totals, walk with the children, and set-up and clean up. Help is also needed to sort awards for top earners! | Chair: Ashley Porter
<u>Time Commitment:</u> a few of hours, two or three times for planning, and the day of the event | Committee Members needed: 15 |

Takes place mostly during the school day.



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|  <input type="checkbox"/> | Teacher Assistance Committee (TAC)
<u>When:</u> Anytime you are available once trained.
This valuable committee provides all teachers at PMES equal access to volunteer volunteers, who provide administrative support to teachers in a variety of ways. This includes cutting out laminated materials, hole-punching, collating, etc. We will meet in the PTA room, which provides an opportunity to meet other volunteers while providing an invaluable resource to the teachers and staff. | Chair: Laura Lenker
<u>Time Commitment:</u> 1 or more hours per week, biweekly, or monthly, as needed | Committee Members needed: 15 |
|  <input type="checkbox"/> | Cafeteria Volunteers
<u>When:</u> lunchtime, daily
30 minutes is not a long time for lunch, with all the work involved in navigating the cafeteria. Our volunteer volunteers help open milk, solve problems, and more importantly, they help each child receive friendly attention during the break in the busy PMES learning day. Cafeteria volunteering is a great way to meet your child's friends and other volunteer volunteers. | Chair: Jen Hopkins
<u>Time Commitment:</u> 1 ¼ - 2 ½ hour shifts weekly, biweekly, or monthly – <i>schedules made monthly</i> | Committee Members needed: 20 |
|  <input type="checkbox"/> | Holiday Shoppe Committee
<u>When:</u> December 6, 12, other days for preparation
Help our students shop for thoughtful presents for their family members, in a shop put together with their needs & budget in mind. Help will be needed prior to the event to price & organize merchandise. One of the most fun events to work! | Chair: Sarah Penney
<u>Time Commitment:</u> An hour or two, help set up, break down, and operate Holiday Shoppe | Committee Members needed: 25 |
|  <input type="checkbox"/> | Pandarama Yearbook Committee
<u>When:</u> Fall-Spring
The Yearbook would not be possible without our volunteer volunteers. Volunteers are needed to take candid shots featuring students in a wide variety of school activities. Just bring your camera with you whenever you attend a school event (concerts, awards assemblies, class celebrations) and snap away! Ideally, we need one-two volunteers per class. | Co-Chairs: Danielle Spigler, Cai Kehoe & Jodi Harclerode
<u>Time Commitment:</u> One brief orientation meeting in early fall, and throughout the year, at school events. | Committee Members needed: 30 |
|  <input type="checkbox"/> | Breakfast Buddies Committee
<u>When:</u> April 2,3,6 & 7, 2020
Help plan and organize our giveback days where students can have breakfast before school in the cafeteria with mom, dad or a special family member. | Chair: Jen Rice
<u>Time Commitment:</u> An hour or two, help set up, break down, two times per year | Committee Members needed: 10 |
|  <input type="checkbox"/> | Rock Project
<u>When:</u> Timing varies
Help Kindergarten and new students with rock painting, and sealing rocks to add to our Rock Garden in front of the building. | Chair: Sarah Penney & Kim Evans
<u>Time Commitment:</u> An hour or two, help set up, break down, two times per year | Committee Members needed: 10 |