



PMES PTA Volunteer Opportunities 2016-2017

Name _____

Phone _____

E-mail _____



Child #1 _____ Teacher _____

Child #2 _____ Teacher _____

Child #3 _____ Teacher _____

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



How will you give your 2 hours? Help us BUILD our PTA for the future of our school!

Bring-In Programs (Box Tops, etc.) **Chair: Michele Davis** **Committee Members needed: 30**

When: All year

Time Commitment: 1-2 hours a month * *Perfect for the parent who can't volunteer during school hours**

Help Prospect Mill's © AWARD WINNING BOX TOP COMMITTEE © earn "free money" and equipment from national companies. Count and cut your classes Box Tops, 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!

Family Fun Nights **Chair: Heather Holdaway** **Committee Members needed: 8**

When: Periodically, mostly evenings

Time Commitment: varies; you could help plan or simply help at one of the events

These events help raise money for our school while allowing PMES families to get together in the evening either at the school or outside in the community. This year's activities include Pancake Breakfast with Santa, Chuck E. Cheese night, Square 1 Art fundraiser, Greene Turtle, Noodles & Company, Bertucci's, Chick Fil A, etc. We need parents to help plan events, make & distribute fliers advertising the events, and to help at events.

Laps for Learning **Co-Chairs: Mary Buyse & _____ YOU?** **Committee Members needed: 15**

When: September-October

Time Commitment: a couple of hours, two or three times for planning, and the day of the event (TBD)

Our fall fundraiser again this year is Laps for Learning. This event was a huge success last year, raising over \$12,500.00 for the PTA general fund. We need parent volunteers to help create flyers, sort donations, organize prizes, attend the event to help count laps, tabulate class totals, walk with the children, and set-up and clean up. Help is also needed to sort awards for top earners and plan the CELEBRATION Reward Event!

Spring Fundraiser - Carnival **Co-Chairs: Chrissy Sandifer & _____ YOU?** **Committee Members needed: ??**

When: March

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

This wonderfully fun event will take place in the Spring on a Friday afternoon. This event includes classic carnival games, a silent auction, food & beverage concessions, a cake walk, and many other fun-filled activities. Many helping hands are needed to make this event a great success again this year.

Teacher Assistance Committee (TAC) **Co-Chairs: Chrissy Sandifer & _____ YOU?** **Committee Members needed: 15**

When: T/Th 9-11am & Wednesday 1:30-3:30pm

Time Commitment: 1 or more hours per week, biweekly, or monthly – *schedules made monthly*

This valuable committee provides all teachers at PMES equal access to parent 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 parents while providing an invaluable resource to the teachers and staff.

Cafeteria Volunteers **Chair: Jen Hopkins** **Committee Members needed: 20**

When: lunchtime daily

Time Commitment: 1 ¼ - 2 ½ hour shifts weekly, biweekly, or monthly – *schedules made monthly*

30 minutes is not a long time for lunch, with all the work involved in navigating the cafeteria. Our parent 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 parent volunteers.

Holiday Shoppe Committee **Co-Chairs: Morgan Polan & Chrissy Sandifer** **Committee Members needed: 25**

When: 2-3 days

Time Commitment: An hour or two, help set up, break down, and operate Holiday Shoppe

Help our students shop for thoughtful presents for their family members, in a shop put together with their needs and budget in mind. One of the most fun events to work! Also includes an evening Family Event!

- Pandarama Yearbook Committee** **Chairs: Casey Boseck & Danielle Spigler** **Committee Members needed: 30**
When: Fall-Spring Time Commitment: One brief orientation meeting in early fall, and throughout the year, at school events.
 The Yearbook would not be possible without our parent 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! Uploading pictures to the Lifetouch website takes just a few minutes.
- Staff Appreciation Committee** **Chairs: Katie Chalpin & _____ YOU?** **Committee Members needed: 15**
When: One week in May and Luncheon Time Commitment: varies, a few planning meetings (Feb-April) and help the week of the event
 Planning starts in January/February with the bulk of work in April and May. Staff appreciation week takes place the first week of May and the luncheon is the early dismissal Friday in April. We need help soliciting donations for raffle prizes and food donations, covering teachers for a coffee break and help staff the various activities planned during the week.
- Membership Committee** **Chair: Morgan Polan** **Committee Members needed: 5**
When: Fall and Spring Time Commitment: varies (**possible for parent available in evening**)
 Our PTA directory is a valuable tool for parents and staff at PMES. Help is needed collecting membership forms, entering membership data, proofreading pages, and distributing the directory in the fall. In addition, membership committee members are a great resource for new parents at Back to School Nights in September and Kindergarten Registration in May.
- Spiritwear Committee** **Chair: Kim Ewers** **Committee Members needed: 10**
When: At school-wide events Time Commitment: an hour or two, a few times per year
 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, buttons, car magnets, etc. Help is needed to staff the table at Back to School nights, American Education Week, Family Fun nights, picnics, and other school-wide events.
- Hospitality Committee** **Co-Chairs: Morgan Polan & _____ YOU?** **Committee Members needed: 10**
When: November, May Time Commitment: 2-4 hours
 This important committee helps welcome parents and 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. Serving on this committee is a great way to meet school staff and other parents.
- Reflections Contest** **Co-Chairs: Nicole Moaddel & Theresa Lutz** **Committee Members needed: 5**
When: October- November Time Commitment: varies
 "Reflections" is a cultural arts program sponsored by the National PTA for students PreK-12. **Parents 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.
- Talent Show Planning Committee** **Chair: Joan Hare & Cathy Koncurat** **Committee Members needed: 5**
When: Spring Time Commitment: Varies
 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 a Wednesday evening and the Talent Show will be a Thursday evening. Help is needed to plan the show, help during rehearsals, and during the event itself at the refreshments table, backstage, and organizing the children.
- Beautification Committee** **Chair: Sheryl Smith** **Committee Members needed: 12**
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. Help mulch, weed and plant seasonal flowers and maintain the Retirement Garden. Come help us make our school grounds look amazing!
- Cultural Diversity Committee** **Chair: Sandy DeJesus & _____ YOU?** **Committee Members needed: 12**
When: several times per year + day of the event Time Commitment: An hour or two, a few times per year
 Help plan and organize an International Celebration in the spring, as well as other enriching after-school student sessions to help them learn about multiculturalism.
- Community Outreach Committee** **Chair: Timmi Brenneman** **Committee Members needed: 8**
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 Ronald McDonald House events, drives, collections and special events to sponsor need-based organizations.

