

## Parkland-Brookside School 2005-2006 PTA EVENTS

Dear Parkland-Brookside Parents,

Each year our children enjoy a variety of fun, educational projects and school functions. You, our Parkland-Brookside parents, are a most valuable resource in the success of these events. At this time we would like to invite each of you to take a moment to consider volunteering in some of this year's activities.

Listed on the front and back of this sheet are areas in which you might assist. To facilitate those events taking place early in the school year, **PLEASE RETURN THIS FORM TO YOUR CHILD'S HOMEROOM TEACHER ON THE FIRST DAY OF SCHOOL.** You will be contacted by a Committee Chairperson or your child's teacher as needs arise. If an oversight occurs and you have not been contacted, please feel free to call the coordinator or teacher – your services are always welcome. On behalf of our PTA, children, and staff ... **THANK YOU SO MUCH!**

Sincerely,

Gretchen Crudele (865-0902)  
[gretchencrudele@yahoo.com](mailto:gretchencrudele@yahoo.com)  
Parkland Volunteer Coordinator

Sue Kiesel (581-1569)  
pckiesel@yahoo.com  
Brookside Volunteer Coordinator

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Please fill out one form per school and return to your child's teacher on the **FIRST DAY OF SCHOOL.** If filling out for more than one person (ie.. spouse, grandparent, etc..) please include each name and availability by putting the appropriate initials in the events each is volunteering for in the space provided.

CAMPUS: Parkland \_\_\_\_\_ Brookside \_\_\_\_\_

STUDENT NAME(S)  
\_\_\_\_\_

TEACHER(S)  
\_\_\_\_\_

YOUR NAME(S)  
\_\_\_\_\_

EMAIL \_\_\_\_\_

DAY PHONE# \_\_\_\_\_ EVE \_\_\_\_\_

DAYS & TIMES AVAILABLE FOR VOLUNTEERING:  
\_\_\_\_\_

I WOULD LIKE TO VOLUNTEER FOR...

### **CHAIRPERSON**

Filling these positions is essential if we are to have these activities in 2005-2006. PLEASE consider volunteering for one of these openings! If you need more information, please call the Volunteer Coordinator for your school.

- \_\_\_\_\_ KINDERGARTEN ORIENTATION – Organize volunteers (from list provided) to escort incoming kindergarteners on school tours and a bus ride. (about 4-6 hours, held in May or June)
- \_\_\_\_\_ BOOK FAIR at Parkland – work with the Librarian to arrange a date and times. Organize volunteers to help with set up, assist students with book selections and/or purchases.
- \_\_\_\_\_ BOOK FAIR at Brookside – work with the Librarian to arrange a date and times. Organize volunteers to help with set up, assist students with book selections and/or purchases.
- \_\_\_\_\_ HOLIDAY PARTY at Parkland – plan event, pick date in cooperation with school, and organize volunteers to assist you from a list provided.
- \_\_\_\_\_ 3<sup>rd</sup> and 4<sup>th</sup> grade Bingo – plan event, pick date in cooperation with school, purchase food and prizes with money from budget, organize volunteers (from a list provided).
- \_\_\_\_\_ STAFF APPRECIATION LUNCHEON AT BROOKSIDE – Plan menu, pick date in cooperation with school, arrange for purchase of food and food donations/beverages for the luncheon from a list of volunteers. (4-6 hour commitment)
- \_\_\_\_\_ ELECTION COORDINATOR – schedule volunteers for school budget vote and board elections from a list provided by the district and volunteer coordinator. (4-6 hour commitment)

## **ONGOING ACTIVITIES**

A regular daily, weekly or monthly commitment usually works best for these activities. The teacher will contact you with more information and to schedule a time for you to help out.

- \_\_\_\_\_ CLASSROOM INSTRUCTIONAL VOLUNTEER – Work with children in the classroom in instructional areas (reading, math, science, etc.).
- \_\_\_\_\_ LIBRARY – Provide help to the librarian, such as shelving books, etc... during the school day.
- \_\_\_\_\_ COMPUTERS – Provide help to students using computers in the classroom.
- \_\_\_\_\_ CLERICAL WORK – Typing, filing, copying, etc., for the main office and/or classroom teachers.

## **SPECIAL EVENTS**

Many of these activities require only a few hours of your time. Mark the ones you are interested in and the Event Chairperson will contact you close to the event date with more information.

- \_\_\_\_\_ CLASSROOM HELPER/ROOM PARENT – Help with parties and other classroom projects and/or chaperone field trips. Your child's teacher will contact you as needed throughout the year.
- \_\_\_\_\_ FIELD DAY – Assist Physical Education Teachers with Field Day one morning in June.
- \_\_\_\_\_ SCHOOL PICTURES – Assist chairperson with organizing & "grooming" students. Brookside: Thursday, Oct. 27 and Parkland: Wednesday, Oct. 19.
- \_\_\_\_\_ TURKEY TROT (Brookside only) – Encouragers are posted around the race course and at the finish line. Held during school hours in the fall.
- \_\_\_\_\_ SCIENCE ACTION DAY – Assist students with experiments. No science background necessary. Held on one school day per semester at each campus.
- \_\_\_\_\_ FAMILY LITERACY, MATH, SCIENCE, AND TECHNOLOGY FUN NIGHTS – help with set up and clean up; refreshments; book distribution; assist with hands-on learning activities for students and their families. No math, science or technology background necessary.
- \_\_\_\_\_ FUNDRAISER – Help distribute merchandise orders at Brookside on pick-up night. Will not need to handle money.
- \_\_\_\_\_ BOOK FAIR – Help with set-up; assist students with book selections and/or purchase. Dates to be determined.
- \_\_\_\_\_ WINTER PARTY – Help with the set-up & clean-up of snacks, crafts, games, music, etc.... One evening in December, probably a Friday.
- \_\_\_\_\_ STAFF APPRECIATION LUNCHEON – Lunch items are needed, as well as help with set-up, serving and cleanup. Held on a school day in May at each campus.
- \_\_\_\_\_ KINDERGARTEN ORIENTATION (Parkland only) – Parents are needed to escort incoming Kindergartners on school tours and on a bus ride, or entertain younger siblings, while their parents listen to various speakers. Two school-day mornings in May or June.
- \_\_\_\_\_ ELECTION TELLER – Work a 3-hour shift at the election polls for school budget vote on May 20. Workers are needed at both campuses, shifts are between 6:00 AM – 9:00 PM.
- \_\_\_\_\_ ODYSSEY OF THE MIND COACH – Coach a team of 5-7 students to creatively problem solve. The coach would need to organize the team, arrange practices, help obtain materials, schedule brainstorming sessions, conduct spontaneous problem solving events with materials provided, chaperone team at district wide events and complete paper work for your team.