

“Never doubt that a small group of thoughtful committed citizens can change the world; indeed, it’s the only thing that ever has.” – Margaret Mead

Dear Parents:

We are very fortunate to have Fort Lewis Elementary School in our community as a place where our children can receive a quality education in a safe, healthy and supportive environment with qualified and caring teachers, a rigorous curriculum tied to high standards, and classrooms equipped with the resources necessary to help students learn and achieve.

Still, with all these considerable assets our children benefit most from a simple, yet powerful component, parental involvement. By volunteering at school or at home you can make an important contribution to your child’s education and help insure our continued success here at Fort Lewis.

If you would like to be involved in your child’s education through volunteering please complete and return the questionnaire below.

Thank you!
Jodi Hill, VP Volunteers
387-1105 jhill@ptow.com

I would like to help with the following (please mark all areas where you are available to volunteer):

Hospitality

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Teacher In-Service/Conference Dinners	Donate baked goods and/or supplies	September, October, November, February and April	To be announced (afternoon)

Special Events/Fundraisers

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Mixed Bags and American Classic Cookies Fundraiser	Distribute product		Scheduled by Keri Chaney, VP Ways and Means
	Halloween Party	Bring item designated by grade level and/or serve food or help with a game.	Oct. 22nd	Evening
	Holiday Shop	Volunteers needed to help children find gifts for friends and family. Cashier, etc.	Dec. 6-10	A few hours each day during school. PTA meeting Dec. 7
	Winter Carnival	Volunteers needed for committees and event planning.	Dec-Feb	
	Winter Carnival	Event set-up, work games, bake sales, inflatables, PTA Store	Feb. 19th	Various Shifts
	Live Auction	Volunteers needed for planning of event and calling on businesses for donations.	Feb-May	
	Live Auction	Work games for kids, set-up, check out runners, work PTA Store.	May 6th	
	Field Day	Help with games or class	Late May Or Early June	Approx. 4 hours during school day
	PTA Store	Volunteers needed to work PTA Store before and after each general meeting.		Evening

+Library

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Fall/Spring Book Fair	Help children select books, collect money, straighten book fair books	Fall Oct. 27 – Nov. – 5 Spring April-TBA	2+ hours during school day
	Librarian Assistant	Assist Librarian, shelve books, help inventory new books	ongoing	8:30 – 11:00AM 11:15 – 2:00PM
	Librarian Assistant	Assist Librarian to check in/and check out books	Dates to be determined	7:30 – 8:30 AM During school day

*Can coordinate with Debbie Hux (committee chair) to volunteer on a regular basis (e.g. once a week, once a month, one time).

Volunteer Center

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Teacher Support	Prepare instructional materials for teachers at school.	Available to the end	During school hours
	Laminating	Take laminating materials to Roanoke Co. Central Office and laminate.	Once weekly during the month of Sept.	Scheduled by volunteer (Approx. 2 hrs. depending on amount of laminating needed)
	Laminating	Take laminating materials to Roanoke Co. Central Office and laminate.	Once a month, Oct - June	See above

Room Parent

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Ongoing	Assist teacher in the classroom, coordinating certain classroom activities, help with communication between teachers and parents, plan and implement class parties.	Ongoing	During the School Day

Your child's grade level and teacher _____
 If you are interested in being a room parent, please send this form back by September 8th.

Room Parent Helper

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Ongoing	Assist the room parent in the classroom and by sending baked goods, materials, etc.	Ongoing	Dependent upon event

Your child's grade level and teacher _____

School Office

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
		Volunteer to help in school office	Ongoing	During school hours

Please indicate day(s) and time(s) you will be available on the line below

Reading Program

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Reading Incentive Parties (3 per year)	Assist coordinator with three individual parties, including distributing snacks and helping to supervise the students during the party.	TBD, December, March, and May. Usually the first Friday of the month	TBD

Gardening

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Flower Beds	Care for flower beds	Fall and Spring	Scheduled by volunteer with committee chair
	Fall and Spring Beautification Days	Clean up around school grounds, weed, plant and mulch as needed.	Once in Fall and Spring	TBA

Reflections

I Would Like To Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Judging Coordinator	Help coordinate local judging sessions	Nov.	1-2 hours, scheduled by volunteer
	Display	Create displays of student contributions to this national PTA incentive for artistic expression	Dec. or Jan.	Scheduled by volunteer

Health and Safety

I Would Like to Volunteer	Event	Description of Volunteer Opportunity	Date	Time
	Health Screening	Walk students to and from screening area, help monitor students in hallway, may be asked to help with hearing screening	Fall (scheduled by school system)	October 7, 2010
	Red Ribbon Week	Help committee chairs with daily events	October	One - Five days
	Bus Driver Appreciation Week	Help prepare breakfast, select gifts	May	

Your Name _____

Phone Number _____

Email address _____

Child's Teacher _____

Child's Name _____

Please consider the volunteer opportunities to determine how you might support your school. Volunteers are greatly appreciated, and parental involvement makes a difference. If you have any questions or if you need additional surveys for other family members, please contact Jodi Hill (387-1105) jhill@ptow.com

Thank you!