



PTO Pride Volunteer & Directory Information Form

Please return to school by August 31 .

Only one form per home is needed. Thank you for your help.

Please use the attached envelope to join the NRE PTO. The cost is only \$2 per family to join
Benefits of membership: Voting privileges at PTO meetings and a school directory.

Please note: only those who join the PTO will be given a directory.

_____ I have joined the PTO and my \$2 membership fee is enclosed: cash or check payable to NRE PTO. I have included my name and my child(ren)'s name(s) on the envelope.

Please read carefully and then select one of the following (if no line is selected all information will be included in the directory):

_____ Please include all of the information provided below in the PTO directory which will be distributed to all PTO members.

_____ Please include all of the information provided below in the PTO directory which will be distributed to all PTO members, except for my home phone number.

_____ The information provided on this form is for the PTO volunteer committee use only. **DO NOT include in the PTO directory.**

Please print:

Parents Names _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Cell/Work Phone _____

Email _____

<u>Child(ren)'s Name(s)</u>	<u>Teacher</u>	<u>Grade*</u>
_____ / _____ / _____	_____ / _____ / _____	_____ / _____ / _____
_____ / _____ / _____	_____ / _____ / _____	_____ / _____ / _____
_____ / _____ / _____	_____ / _____ / _____	_____ / _____ / _____
_____ / _____ / _____	_____ / _____ / _____	_____ / _____ / _____

***Pre-School, please indicate AM or PM**

_____ I'd like to volunteer but I'm new to the school, please call me to further discuss the opportunities.

The NRE PTO is always looking for willing parents to assist with many activities all year long and we would like to include as many parents in each activity as possible. If you are not contacted for a specific event that you wish to participate in, please call the school and let us know so that you can be included. Thanks for volunteering! Susie Saunders 553-6886

Please indicate the days that you could volunteer.

Mornings: M T W TH F Afternoons: M T W TH F Evenings: M T W TH F

Please indicate ALL activities you would be interested in participating in:

• **Classroom**

- _____ Work with students (Ohio Reads, etc.) _____ Assist teachers with special projects
- _____ Donate treats only _____ Assist party coordinator with parties
- _____ Coordinate/Plan the classroom parties - Christmas (Dec 20), Valentines Day (Feb 14), Last Day (May 29) **Party coordinator is selected based on the first forms received by the PTO. The party coordinator will be contacted by phone within a couple of weeks to confirm availability.**

• **Workroom**

- _____ Running Copies _____ Laminating _____ Other

• **Special Events**

- _____ Picture Days (?????) _____ Book Fair (???????) _____ COSI (?????)
- _____ Santa's Secret Shop (Dec 10-14) _____ Parents Day (AM May 14)
- _____ Grandparents Day (AM May 15) _____ Field Day (May 29)

Fundraisers

- _____ Market Day (4th Thursday per month – 3:00 pm to 5:30 pm)
- _____ Ham Sale - Distribution of Hams (Dec)
- _____ Flower Sale (May 12-16) _____ Spring Shopping Fling (March)

Hospitality - Prepare casseroles, soups, salads or desserts during conference time.

- _____ November ??? _____ November ???
- _____ February ??? _____ February ???

• **Committee Volunteers**

- _____ Volunteer Coordinators – Committee of several; telephone those who have volunteered to help with events
- _____ Enrichment – Investigate possible enrichment opportunities that PTO could provide to NRE students
- _____ Box Top/Campbell's Labels Coordinator
- _____ 6th Grade Celebration Coordinator – Organize a committee to plan the 6th Grade end of year party. This person will need to work closely with the PTO for fundraising activities specifically for the event.

Welcome to New Richmond Elementary School 07-08 School Year!!

Please read the following information regarding **YOUR PTO** and what we provide for our students, then complete the attached Volunteer and Directory Form. In case you are new to our district, we will give you a brief overview of the volunteer opportunities available to you.

Classroom: We need parents who are willing to read with students, assist teachers with special projects, parents to provide treats during parties and especially a party planner for each classroom.

Wookroom: Volunteers are needed to run copies for teachers or school newsletters, laminate items to post in the hallways, decorate windows and a variety of other things that can pop up through the year.

Special Events: For **PICTURE DAY** we need 3-5 people to make sure hair is combed, clothes are straight, faces are clean and kids are lined up for class pictures. You also receive a voucher towards discounts on your child's photos. **BOOK FAIR's** are held 3 times per year and volunteers assist the kids with making book selections, work the payment table, and restock shelves. **COSI** is the Columbus Science Museum who come in and bring science experiments, no scientific knowledge is needed to supervise the stations, this is a one day event that all the kids love! During **SANTA'S SECRET SHOP** we need volunteers to help set up (the Friday before) and people to work during the week, assisting the kids with gift selections for parents, grandparents, aunts, uncles, cousins, siblings and anyone else on their shopping lists. This is a rewarding experience as kids get a safe place to shop (all items are \$1.50) and the children have the biggest smiles on their faces as they choose their gifts for everyone. On **PARENTS BREAKFAST DAY AND GRANDPARENTS BREAKFAST DAY** we are looking for volunteers to help set up for the breakfast the evening before and to help distribute the donuts, muffins and milk during the breakfast! **FIELD DAY** this year will be extra special, it is May 29 and the kids will go wild again for Super Games with giant inflatable's and obstacle courses, volunteers will be needed to work the different stations.

Fundraisers: **MARKET DAY** is held on the 4th Thursday from 4:30 to 5:30, volunteers are needed to help unpack the food items from 3:00 until about 4:00 each month. If you have never tried Market Day you are missing out, because it's great food! The **SPRING SHOPPING FLING** was a new addition to our line up during the 06-07 school year and was a huge success, we had 17 different consultants selling their wares in one location. We need volunteers to help sell raffle tickets during the event. Our **HONEY BAKED HAM SALE** is held in December and we need assistance with the picking up of the ham's on Dec 20. Our **SPRING FLOWER SALE** will be held May 12-16, parents will be needed to set up on Monday the 12th and also to work shift selling flowers to the kids during school hours.

Hospitality: During conferences we ask parent volunteers to use their culinary skills and prepare soups, salads and desserts for the NRE staff. We ask that any food be delivered to the school by 3:00 pm.

If any of the above activities interest you, please complete your volunteer form and help us all make our children's school experience a pleasant and exciting one! Please feel free to call with any questions: Susie Saunders 553-6886.