



# CARMEL VALLEY MIDDLE SCHOOL

## PTSA VOLUNTEER SIGN-UP/INFORMATION FORM

### 2015-16

On behalf of CVMS, the PTSA and the Volunteer Coordinators, thank you so much for taking time from your busy schedule to volunteer at your child's middle school. Many of these volunteer opportunities are necessary to help provide the programs and quality of education our students receive at CVMS. Volunteering can also help you to stay "connected" with your child and with your child's school. We welcome you and any volunteer time you can give us. **You can sign up for more than one activity!** If you have questions, contact **Teri Naftalin at (naftalin@pacbell.net)** or **Maria Bogucki at (bogucki1@sbcglobal.net)**.

#### **MAJOR EVENTS:**

- MAGAZINE DRIVE – Sept - works with ASB lead Holly Vermilyea- helps count \$\$ from mag sales
- RED RIBBON - Oct - Organize safety events all week for assemblies
- ACADEMIC ENRICHMENT – Help with Fall Spelling and Geography Bees
- BOBCAT GIVING PAWS – Help with Teacher donations for supplies in January
- SPIRIT Week – March – works with ASB lead Holly Vermilyea- helps with school carnival games and food
- CAREER DAY – March – led by counselor Karen Infantino – help to set up presenters
- STAFF APPRECIATION – May – help set up teacher meals all week
- TALENT SHOW – May during lunch – help organize kids for show, 4 practices during lunch/after school
- REFLECTIONS – Nov – A nationally PTA sponsored art program – help organize contest/awards in the media center
- 8TH GRADE PROMOTION – June - 8am-12 noon - help hand out promotion certificates

#### **ON-GOING VOLUNTEER OPPORTUNITES**

**Lunch Line Cart Volunteer:** Get a first hand look at what your kids and their friends really eat for lunch!

Pizza cart or work one of the 8 lunch lines. Easy training. **12p – 1:00p any weekday**

**Front Office Assistance:** Assist Principal's Asst., and A.P. Secretaries, answer phones, file, xerox and other various clerical duties. Report to Principal's Asst. One day per week commitment for school year. Workloads may vary. Training provided by office staff. **2 Hours per day/ any weekday.**

**Attendance:** Assist Attendance Secretary with filing, parent and student questions. May be responsible to cover nurse's office when needed. This is a one day per week position and the commitment is for school year. Training provided by office staff. Report to attendance secretary. **2 Hours per day/ any weekday.**

**Media Center:** Help library staff during the morning and lunch hours: circle one: **8a-9 or 12p -1 any weekday.**

**Library: (2)** Volunteers needed to help on on-going library specific projects, printing out overdue book notices, processing new books, etc. **Any weekday.**

#### **ADDITIONAL VOLUNTEER OPPORTUNITIES**

**Dance Chaperones:** Help set up, pass out food and drinks during school dances. **(3 dances per year usually on a Thursday evening.**

**Dad's Club:** The goal of Dad's Club is to facilitate fathers taking an active role in their children(s) studies and fostering a tightly knit community.

**Circle which events you wish to volunteer for. Please deliver form at New Student Orientation, email back or print and hand in to the CVMS front office. Thank You!**

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Email Address: \_\_\_\_\_

Name of Student(s): \_\_\_\_\_ Grade: \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_