

# **ECS VOLUNTEER OPPORTUNITIES**

## **SCHOOL-WIDE ACTIVITIES**

**BACK TO SCHOOL PARTY** –This event is packed with fun, food, and fellowship in September for all ECS families. Duties include planning, invitations, collecting receipts, set-up, clean-up, and serving food.

**Chairperson: Cheryl Kometer**

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**TEACHER LUNCHEONS**= 1-2 times a year beginning in October, the PTO provides a nice meal for our teachers. The committee plans special meals, purchases and prepares and serves them.

**Chairperson: Cheryl Kometer**

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**GRANDPARENTS DAY/NIGHT**= (time TBA) this year we are planning a special meal with our grandparents, and special visits with their grandchildren in the classroom. Volunteers are needed to plan the event, set-up and coordinate the program.

**Chairperson:** \_\_\_\_\_

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**WARRIOR WEARHOUSE – ECS SCHOOL STORE** – Volunteers are needed to open and run the school store before school starts, to keep inventory and re-supply as needed. Snacks, school supplies and Warrior Wear are sold at the school store.

**Chairperson: Sherie Lunsford**

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**WARRIOR WEAR** – Winning student warrior wear designs are sold in the fall and the spring. Volunteers are needed to place orders, collect money and pass out the orders.

**Chairperson: Mary Middleton**

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**YEARBOOK EDITOR AND STAFF-** Our yearbook is eagerly anticipated and much planning and creativity go into putting it together every year. We are in need of an editor and staff to make decisions, select pictures, write captions, and sell ads.

**Chairperson:** \_\_\_\_\_

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**PICTURE DAY HELPERS –** Sometime in the fall, students take their school pictures, and 2 parents are needed to assist the photographer and students so that the school office can continue their work.

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**CHRISTMAS MISSIONS PROJECT –** Each year in early December, our students have opportunity to participate in a service project which raises money and awareness for a local or foreign ministry. The students enjoy fun activities which are for the purpose of blessing others.

**Chairperson:** Gabrielle Conoly

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**PTO MEMBERSHIP DRIVE –** The Lower School Representative is the Chairperson of this activity. This is the PTO's beginning of the year membership drive. Parents are needed to assist in collecting money and forms, posting student names outside classrooms, and promoting participation.

**Chairperson:** Lynn Grace

**Co-chairperson:** Camille Phillips

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**MOMS-IN-TOUCH –** Each week ECS mothers meet to pray for our school and our students. Students turn in prayer requests and they are prayed for by the group. Parents are needed to support this important part of ECS, and a parent is needed to watch small children of those praying.

**Chairperson:** \_\_\_\_\_

**Childcare Helper:** \_\_\_\_\_

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**VALENTINE BOOK DRIVE** – Every year in February the PTO sponsors a book drive that collects donations which help purchase books for our library, in lieu of valentines for our teachers. It is a fun project that involves sending out information, collecting donations, and presenting the gifts in creative ways.

**Chairperson:** \_\_\_\_\_

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**SENIOR GRADUATION/DINNER** – In May, our seniors eagerly await this special event and volunteers are needed to help plan and organize the reception and the program for these evenings.

**Chairperson:** \_\_\_\_\_

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**NEW FAMILY FELLOWSHIP** – Each year the PTO plans a fellowship to welcome new families. Volunteers are needed to organize this event and to match host families with new families. At the fellowship, new families meet their host family and they have a chance to ask questions about the school.

**Chairperson:** \_\_\_\_\_

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**HOSPITALITY FOR TEACHER TRAINING** (in 2<sup>nd</sup> week of August 2010) – Volunteers are needed to plan breakfast or lunch for teacher training at the opening of the new school year. Simple casseroles, muffins, fruit, yogurts, granola, and danishes were provided this year. It is generally 3 days, and it would include planning, set-up, and clean-up. It is a terrific way to welcome back our teachers!

**Chairperson:** \_\_\_\_\_

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**KINDERGARTEN OPEN HOUSE – In January, parents are needed to supply simple refreshments for prospective families, and greet them as they tour the school.**  
**Chairperson:** \_\_\_\_\_

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**HOSPITALITY FOR PARENT INTERVIEWS/K-TESTING – Parents provide simple refreshments for prospective families, and help with children while they are interviewed for admission.**

**Chairperson: Gabrielle Conoly**

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**SUBSTITUTE TEACHERS – Would you like to be available to be a substitute teacher? This is a great opportunity to see first hand the day to day activities of our school, maybe even in your own child’s classroom!**

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**GROUNDS BEAUTIFICATION**

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**HANDYMAN**

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**OFFICE HELPERS – Volunteers are needed to assist with some simple clerical duties in the upper and lower school. If you have computer skills, perhaps you may be able to help out at home. Cynthia Jones in the lower school and Sonja Hinton in the upper school would be your points of contact.**

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**LOWER SCHOOL ACTIVITIES**

**TEACHER WORKROOM SNACKS = LOWER SCHOOL – Each Wednesday parents provide snacks for the teachers in the teacher resource room. The teachers really appreciate packaged crackers and cheese and muffins, fruit, and homemade baked goods, too.**

**Chairperson:** \_\_\_\_\_

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**ROOM MOTHER COORDINATOR – The Room Mother Coordinator recruits room mothers for the lower school, places them with teachers, and communicates with them throughout the year. The coordinator works with Susan Gaines in reviewing the sign-up sheets for orientation night in August and posts them outside the classrooms.**

**Coordinator: Nancy Trumbull**

**Assistant:** \_\_\_\_\_

*(This person would be in training to take over next year; this is a PTO Board position.)*

**ROOM MOTHERS – The room mothers are valuable assistants to the teachers throughout the year helping them with activities and communications with parents. It is also a great way to get to know other parents, and have opportunity to be with your own children in the school setting. When signing up, please put the grade(s) for which you may serve.**

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**OLYMPIC FIELD DAY= this day is an exciting outdoor Olympic competition for the lower school, held September 28<sup>th</sup>. Susan Gaines coordinates this event, and parents are needed to man various events, take score, set-up, clean-up, and serve snacks.**

**Chairperson: Hardy Sellers**

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**LIBRARY – Workers are needed on Mondays and Wednesdays to assist students in finding books and to check books out to them. We also need people to review and catalog new and donated books.**

**Chairperson:** \_\_\_\_\_

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**KINDERGARTEN GRADUATION – Parents are needed to organize a reception following the kindergarten graduation. It is a nice opportunity to help our kindergarten teachers who work so hard throughout the year.**

**Chairperson:** \_\_\_\_\_

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**LOWER SCHOOL TALENT SHOW – Parents are needed to help plan and direct the lower school talent show. It is a lively event in which lower school students get the opportunity to display their gifts and talents, which everyone enjoys.**

**Chairperson:** \_\_\_\_\_

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**RITE OF PASSAGE CEREMONY FOR 6<sup>TH</sup> GRADERS – Volunteers are needed to help plan and organize this event which offers 6<sup>th</sup> graders the opportunity to mark an important transition in their school life.**

**Chairperson:** \_\_\_\_\_

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**END-OF-YEAR CELEBRATION – Everyone looks forward to wrapping up a terrific year with a party. Volunteers are needed to plan and set-up this event.**

**Chairperson:** \_\_\_\_\_

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**OLYMPIC READING – ECS places a strong emphasis on the development of excellent readers who love to read, and this program does that by tracking and rewarding students for the number of books read throughout the year.**

**Chairperson: Stephanie Pritchett**

**Co-chairperson: Tracy Leary**

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**UPPER SCHOOL ACTIVITIES**

**UPPER SCHOOL REPRESENTATIVE – This is a PTO Board Position. This person is an assistant to the upper school administrator. Responsibilities include facilitating communication between teachers and parents, promoting unity within the school body, and overseeing chairpersons in the upper school.**

**Sonja Hinton**

**TEACHER WORKROOM SNACKS – UPPER SCHOOL- This is the same program as for the lower school, only served in the upper school.**

**Chairperson: \_\_\_\_\_**

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**MEDIEVAL GAMES – On November 6<sup>th</sup>, the upper school holds its annual event of fun, food, and games. Dressed as medieval knights, ladies, and peasants, students enjoy activities planned to enliven their history activities. Parents are needed to plan, set-up, and serve food, and assist with games.**

**Chairperson: \_\_\_\_\_**

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**UPPER SCHOOL PARENT REPRESENTATIVES (2 per Grade) – Parent representatives are needed to help with communications, and planning for upper school activities i.e. field trips, medieval day, and grade specific activities.**

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**UPPER SCHOOL LUNCH COORDINATORS** – The upper school students enjoy lunch being brought in one day a week. The coordinator would be responsible for taking orders, collecting money, picking up food and passing it out. Rotation would be once a month or less depending on the number of volunteers.

**Chairperson:** \_\_\_\_\_

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**UPPER SCHOOL FOLLIES** – Upper school students display their gifts, talents, and perform for parents and the student body. Parents are needed to plan and coordinate this event.

**Chairperson:** \_\_\_\_\_

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