


**La Entrada PTA**
  
**Volunteer Form 2008-2009**

It is your generous parent volunteer time that ensures the high quality education at La Entrada School. The following is a list of PTA sponsored activities. Many events require volunteers and the time commitments for each activity vary. I'm sure that you will find one that fits your family's schedule. Your commitment to volunteer for these activities will ensure another productive, fun-filled year.

Parent Volunteer Name: \_\_\_\_\_  
 Email Address (Please print): \_\_\_\_\_  
 Telephone and/or Cell Phone: \_\_\_\_\_

	ONE-TIME EVENTS	Date	Committee Chair	Expected Time Commitment
<b>Book Fair</b>	Planning, publicity and staffing for the book fair. <input type="checkbox"/> I can take a 3 hour staff position <input type="checkbox"/> I can help with publicity <input type="checkbox"/> I can help organize this event	November 12-14	Laurie Gustafson Gloria Principe Kristine Westerlind	2-3 hour shifts
<b>Family Picnic</b>	<input type="checkbox"/> I can assist with sign in & distribution of food tickets at the picnic	September 25	Rose Mein Maryellen McCabe	2 hour shifts
<b>Halloween Event</b>	<input type="checkbox"/> I can assist with this festive event of Halloween activities during lunchtime	October 31	Terri Muschott Leslie King	2 hour shift, or more as desired
<b>Holiday Faire</b>	Holiday Faire needs volunteers with Holiday Spirit who want to work on a special day with the kids at La Entrada! <b>DAY OF HOLIDAY FAIRE:</b> <input type="checkbox"/> I will work from 8-12 on TUES. Dec. 9th at a craft table. <input type="checkbox"/> I will work from 11-3 on TUES. Dec. 9th at a craft table. <input type="checkbox"/> I will help bring in, set up and clean up LUNCH for the Volunteers. <b>PREP FOR HOLIDAY FAIRE:</b> <input type="checkbox"/> I will work from 9-1 on WED. SEPT. 24th Prepping crafts. <input type="checkbox"/> I will work from 9-1 on WED. OCT. 22nd Prepping crafts. <input type="checkbox"/> I will work from 9-1 on WED. NOV. 19th Prepping crafts.	December 9 10:30 – 12:30	Kim Marshall	4 hour shift, or more as desired
<b>Science Fair</b>	<input type="checkbox"/> I can assist in the grading pre-tests, assist with set-up, project monitoring and tear down of the event.	January 30	Mary Bennett	2 hour shifts
<b>Spelling Bee</b>	<input type="checkbox"/> I can assist with set-up, snacks, prizes, and event participation	January 16	Eileen Chan Gloria Principe	2 hour shifts
<b>Volunteer/Staff Appreciation Tea</b>	Assist with this event that honors our volunteers, teachers and staff. <input type="checkbox"/> Welcome/Greeter <input type="checkbox"/> Decorations <input type="checkbox"/> Treats <input type="checkbox"/> Set up <input type="checkbox"/> Clean up	June 3	Marci Coggins Michelle Dillabough Honor Siri	2 hours
<b>Geography Bee</b>	<input type="checkbox"/> I can assist with preparation, registration, and set up.	November 21	Marcia Hakanson Carol Jensen	2 hour shifts
	<b>FUNDRAISING</b>			
<b>Art Note Cards</b>	<input type="checkbox"/> I can assist with drawing sessions in September, tally orders in October. Help with packaging and distribution of art note cards in November. Proceeds from this goes towards the Art Program.	September - November	Anna Ralston	

<b>Annual Auction Event (LLEF)</b>	<input type="checkbox"/> I can assist in a variety of ways from staffing the night of the event to helping in the planning process.	May 2009	Lauren Schoenthaler	1 hour shifts at event																								
<b>Adopt-a-Book and Birthday Book Programs</b>	<input type="checkbox"/> I can assist in book sales and display table during Parent Information Night, Open House and various other school events throughout the year.	Various Times	TBD	2 hour shifts																								
<b>LUNCHTIME ACTIVITIES</b>																												
<b>Hot Food Days</b>	Help set up, serve and clean-up the lunchtime hot meal. (Wednesday time is 10 minutes earlier than other days) <table border="1" style="margin-left: 20px;"> <tr> <td style="background-color: #cccccc;">You can choose one or both time slots</td> <td style="background-color: #cccccc;">M</td> <td style="background-color: #cccccc;">T</td> <td style="background-color: #cccccc;">W</td> <td style="background-color: #cccccc;">TH</td> <td style="background-color: #cccccc;">F</td> </tr> <tr> <td>10:50 – 11:30 (4/5<sup>th</sup>)</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>11:45 – 12:30 (6-8<sup>th</sup>)</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>Willing to Chair 1 day of Hot Food</b></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	You can choose one or both time slots	M	T	W	TH	F	10:50 – 11:30 (4/5 <sup>th</sup> )						11:45 – 12:30 (6-8 <sup>th</sup> )						<b>Willing to Chair 1 day of Hot Food</b>						Weekly, bi-weekly OR monthly	Susan Petersen Lee Ann Yasukawa- (coordinator of volunteers)	40 minute shifts
You can choose one or both time slots	M	T	W	TH	F																							
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<b>Lunchtime Enrichment Series</b>	Job share program management. Assist once a month with lunch-time enrichment programs for interested students. Programs include book clubs, Money Money Money, World Perspectives, and Green Club. <input type="checkbox"/> 4 <sup>th</sup> – 5 <sup>th</sup> grades <input type="checkbox"/> 6 <sup>th</sup> -8 <sup>th</sup> grades. <input type="checkbox"/> Book Club Liason for 4th grade	On-Going	Karen Fryling Sonoo Thadanay-Israni	1 Hour, Once a week																								
<b>OUTREACH</b>																												
<b>Translators/ Bilingual Buddies</b>	Assist non-English speaking families with various forms of school/family communication <input type="checkbox"/> Help translate school business <input type="checkbox"/> Assist non-English speaking families <input type="checkbox"/> Spanish speaking family liaison. Language (s)_____	All Year	TBD	varies																								
<b>Tutoring</b>	<input type="checkbox"/> Provide one-on-one academic support for students.	All Year	Renee Westerfield	weekly																								
<b>ENRICHMENT</b>																												
<b>After School Enrichment Classes (LLL)</b>	<input type="checkbox"/> I can assist in planning and organizing new classes, and help put together the class brochure twice a year. Las Lomitas League classes are offered in Fall and Spring sessions.	On-Going	Jeff Tedesco																									
<b>SPECIAL ONE-TIME EVENTS</b>																												
<b>Dances</b> (Student council sponsored)	<input type="checkbox"/> I can assist at 7 <sup>th</sup> & 8 <sup>th</sup> grade dances in October, December, February and April with refreshments and chaperoning.	Varies	Tanya Rianda	2 hour shift, or more as desired																								
<b>Graduation</b>	<input type="checkbox"/> I can assist in activities and events surrounding 8 <sup>th</sup> Grade Graduation. (8 <sup>th</sup> grade parents sponsored)	June	TBD	more info to come later																								
<b>Father/Daughter Dance (LLEF)</b>	Help set-up for the dance or chaperone during the event. <input type="checkbox"/> 5:30 set-up <input type="checkbox"/> 6:30-9:30 chaperone dance	October 17	TBD	1-3 hour shifts																								
<b>Magazine Drive (Student Council)</b>	<input type="checkbox"/> Help process orders for this <i>Student Council</i> fundraiser that supports student activities. <input type="checkbox"/> I would like to chair this event	September 2	Tanya Rianda	varies																								
<b>HELP ON A ONE-TIME BASIS</b>																												
<b>When Needed</b>	<input type="checkbox"/> Put me on an email list that is used when extra volunteers are needed on a one-time basis.	All Year	Kristin Eberwein	varies																								

PLEASE RETURN THIS FORM TO THE PTA BOX IN THE OFFICE by August 29, 2008