

# PTSA VOLUNTEER INTEREST FORM

## 2004-2005 Shepton High School

Interested in volunteering at Shepton? We hope so! Although most routine volunteer jobs have been assigned, we can offer that your name be added to our sub list. Several times throughout the month, a volunteer isn't able to be on the job, and a sub is called to pitch-in. Please select your area(s) of interest and forward to Lynda Chambers, PTSA, 2<sup>nd</sup> VP-Volunteers at [lyndachambers@comcast.net](mailto:lyndachambers@comcast.net). Please be sure to include your name, phone #'s and student's grade. Call 9/608-0827h or 2/668-8817c with any questions. Thanks so much!

**TO VOLUNTEER IN PISD SCHOOLS THIS YEAR, YOU WILL NEED TO:**

1. Complete a PISD Volunteer Agreement form for each school that you will do volunteer work, have form notarized and return to the appropriate school. This PISD Agreement Form can be completed at the end of the Volunteer Application as described in Item 2.
2. Complete a Volunteer Application on the PISD website, <https://is.pisd.edu/volunteer/>. Be to click on 'Jobs' and select each school that you might want to do volunteer work.

\_\_\_ **ARTS IN EDUCATION:** Assist with implementing the National PTA Reflections Program.

\_\_\_ **ATTENDANCE OFFICE:** Assist with clerical duties, provide relief for lunch and direct all visitors.

**Hours: 2 Shift – 11:00-1:00** Please note that every other week is requested.

\_\_\_ **CHAPERONE:** Act as chaperone at school dances.

\_\_\_ **COPY ROOM:** Make photocopies for teachers and staff.

**Hours: 1½-2 Shift – 9:30-11:30** \_\_\_ or **1:30-4:00** \_\_\_

\_\_\_ **DIRECTORY:** Proofread entries (Sep.) and distribute new directories (Oct.).

**Hours: 2-4 Proofreading, Distribution**

\_\_\_ **HOSPITALITY:** \_\_\_ Committee member to help plan/implement back-to-school breakfast and luncheon, winter break and end-of-year luncheons, and sundaes-for-staff day.

\_\_\_ Provide food, \_\_\_ Set-up/serve, \_\_\_ Help w/decorations, \_\_\_ Provide gift cert.

\_\_\_ **NEWSLETTER DISTRIBUTION:** Assist editor with preparing newsletters for mailing – affix labels, box newsletters by zip code, etc. This will take place six times a year in Shepton's library.

\_\_\_ **STALLION SHOP:** Sell required reading books, school supplies and snacks in school store.

**Hours: 2¼ Shift 10:45 -1:00**

\_\_\_ **STAFF RECOGNITION:** \_\_\_ Committee member to help plan/implement back-to-school casserole event (mid/late Aug.) and several special recognition weeks.

\_\_\_ Provide food, \_\_\_ Set-up/serve, \_\_\_ Help w/decorations, \_\_\_ Provide gift cert.

\_\_\_ **TEACHER APPRECIATION WEEK:** \_\_\_ Committee member to help plan/implement related activities.

\_\_\_ Provide food, \_\_\_ Set-up/serve, \_\_\_ Help w/decorations, \_\_\_ Provide gift cert.

**Volunteer Name** \_\_\_\_\_

**Your Student's Grade** \_\_\_\_\_  
(First and last name from driver's license) (Go -by name if different)

**Email** \_\_\_\_\_ **Home #** \_\_\_\_\_ **Cell #** \_\_\_\_\_

**Schedule Preference** ----- **Mon. Tue. Wed. Thu. Fri.** ----- **Once -- or -- Twice a Month**