

Angela Stone  
Principal

Raymond Diaz  
Band Director



Mary Claypool  
President

Donna Coberly  
Vice President

Tom Ostrowski  
Secretary

John Nuzzo  
Treasurer

June 26, 2007

## Volunteering

**(No one should have to do everything, but everyone should do something!)**

Chaperones are needed for all appearances and activities (minimum of one for every 10 students). We also need help transporting and handling equipment, and we need lots of help at fundraisers. The more money we raise from the community and sponsors, the less we have to pay individually... and the better our program will be for everyone.

### Remember!

20 hours of volunteer time will result in a waiver of the 2<sup>nd</sup> Semester Student Assessment.

Parent/Guardian Where can you help?		Volunteer Job Description
Name:	Name:	
		<b>Volunteer Coordinator</b> (may be shared): develop and manage volunteer sign-in system –submit monthly totals to the school; communicate with volunteers to ensure they feel appreciated and 'heard'; ensure sufficient chaperones and volunteers for activities; develop a volunteer appreciation plan.
		<b>Concessions Manager</b> (proposed position; may be shared): work with Athletic Booster Concessions Manager to purchase and inventory supplies for concessions; work with volunteer coordinator to staff concessions; work with Athletic Boosters and Treasurer to receipt money from concessions.
		<b>Equipment Manager</b> (may be shared): placement of 'pit' percussion, podium, props at games and performances; on the road, may require driving a band truck or hauling a trailer,
		<b>Chaperones:</b> assist students and at on- and off-campus events, including games, competitions, fundraisers, other performances. May include riding on band buses, or transporting students.
		<b>Uniform Managers</b> (one for musicians, one for auxiliary): measure and assign, instruct students on proper care and handling of uniforms; monitor wear and tear and cleanliness, assist students as needed. NOTE: Until uniforms arrive: assist students with proper dress on field (regulation shirt, slacks, belt, shoes; black socks; shirt tucked in; hair appropriately styled, etc.)
		<b>Parking and Concessions Attendants:</b> taking money and attending to parking at games and events; preparing food, taking and filling orders, cashiering
		<b>Fundraising:</b> (circle your interest, or add your ideas) selling sponsorships, requesting donations of money or prize items, coordinating a catalog or candy sale, talking to businesses about musical performances, running a bake sale or car wash, other ideas you have (please tell us!):
		<b>Call me when you need help! Here's when I'm most available:</b>

(NOTE: A School Volunteer Application must be completed and submitted for district approval before any family member is permitted to work with students; other adults must comply with the provisions of the Jessica Lunsford Act.)

Student name: \_\_\_\_\_

Preferred Telephone # \_\_\_\_\_

Parent/Guardian name(s): \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Thank you!