



Eastlake High School Volunteer Opportunities 2011-2012

Name: _____ Phone: _____
 Email: _____
 Student: _____ Grade: _____

Many hands make light work! We need your help!

Listed below are committees and school volunteer opportunities that could use your assistance. If you would like to Chair a committee or be a member of a committee, or would just like further details on a position, please contact PTSA VP of Volunteers, Monica DeRaspe-Bolles (**volunteers@ehsptsa.org**). Alternatively, you may bring this form to Orientation and turn it in with your PTSA Membership form, and PTSA will make contact with you.

- _____ **Audit:** 2-3 people needed twice a year to review PTSA financial records.
- _____ **Awards Recognition:** Help choose recipients of the Golden Acorn, Silver Wolf, and Alpha awards.
- _____ **Baccalaureate:** Plan the program, refreshments and decorations for Baccalaureate.
 Committee Co-Chairs: Amy McOmer and Patty Benjamin
- _____ **Baking:** Called to provide baked goods for Staff Appreciation, PTSA meetings and student events.
- _____ **Eastlake Community Recognition Wall:** Help with the processing of order forms for tiles to be installed in May. Committee Chair: Sue Hawkinson.
- _____ **First-Day Packets:** Meet in Aug 2012 to compile information packets which will then be distributed to students via Homeroom on the 1st day of school. This is a one-day project.
Committee Chair Needed.
- _____ **Pass the Hat:** Advertise and promote our only "ask" to EHS Parents. Coordinate student volunteers to distribute and collect "Pass the Hat" envelopes at Open House. **Committee Chair Needed.**
- _____ **Holiday Bazaar:** Setup Friday, Nov 4th; Event Saturday, Nov 5th.
 Committee Co-Chairs: Haleh Farsad and Kristin Pitt.
 - _____ Bake sale: Work booth during event. Committee Chairs: Jayme Morrison, Sandy Hearn
 - _____ Raffle Tickets: Work booth during event. Committee Chair: Patricia Stevens.
 - _____ Volunteers: Get volunteers, coordinate volunteers during event. **Committee Chair Needed.**
 - _____ Day of Help: Set-up _____ Clean-Up _____ General Help _____
 - _____ Publicity: Help advertise the event. Committee Chair: Michelle Grinslade.
 - _____ Vendor Lunches: Purchase and package vendor lunches. **Committee Chair Needed.**
 - _____ Decorations: Decorate gym & commons for event. **Committee Chair Needed.**
- _____ **Membership and Membership Data:** Help with Excel data entry. Committee Chair: Irene Russo
- _____ **Reflections Committee:** Work with Chairperson(s) to administer this Fine Arts program (occurs in the fall). Committee Co-Chairs: Denise Radeke and Laura Hamilton
- _____ **Safety Committee:** Inventories, stocks and rotates emergency supplies, determines the additional purchase of supplies and reports periodically to the safety team. **Committee Chair Needed.**
- _____ **SAT & ACT "Fear Free" Practice Tests:** Help monitor students during tests scheduled on two Saturdays in the school year. Committee Chair: Susie Hindle Kher
- _____ **Scholarship:** 4-8 people needed to assess scholarship applications (early spring).
 Committee Co-Chair: Susie Hindle Kher **Committee CO-Chair Needed.**

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_____ **Senior Apparel:** Choose vendor to make senior clothing, i.e. shirts and sweats, to be sold at Senior registration. Order clothing and distribute clothing when received. Committee Chair: Lisa Nolan.

_____ **Senior Fundraising:** Plan and organize fundraising project(s) to support graduation night programs. **Committee Chair needed.**

_____ **Senior Send-Off Activity Night:** Help with the all night party following graduation 2012. Committee Chair: Sandra Stull

_____ Chaperone

_____ General help

_____ **Senior Send-Off Ticket:** Publicize and sell tickets for graduation party night and oversee the accounting of all tickets sold. **Committee Chair needed.**

_____ **Senior Project Recovery Room:** Facilitate the donation and serving of snacks for the Senior Project Recovery Room (May 2012). **Committee Chair needed.**

_____ **Special Needs Committee:** Work with Chairperson to focus on students who have special needs. **Committee Chair needed.**

_____ **Staff Appreciation:** Coordinates and assists with events planned to recognize EHS Staff throughout the school year. Committee Chair: Denise Kelce-Pollis.

_____ **Student Recognition Committee:** Assist with 4.0 student recognition. Committee Co-Chairs: Anne Holmdahl and Kathy Perry.

SCHOOL REQUESTS:

_____ **Attendance Appeals Board:** Sit on board with staff and students to hear appeal by students with seven or more absences. The board meets weekly before each quarter end.

_____ **Chaperones:** EHS dances and student activity nights.

_____ **Community Service:** Compile and post information on community service projects for students.

_____ **Copy Room:** Hours are flexible.

_____ **Discipline Appeals Board:** Sit on board with staff and students to hear appeals by students facing disciplinary actions.

_____ **General Office:** General office work as needed.

_____ **Graduation Help:** Help at graduation (parents of sophomores and juniors only).

_____ **Health Room:** Help out when kids come in not feeling well. No CPR required--just another adult to help the overworked staff. Shifts on Monday, Tuesday, Thursday and Friday; 8:00 am-10:00 am; 10:00 am-noon; noon-2:00 pm. Help is especially needed on Mondays.

_____ **Interview Panel:** Interview potential EHS incoming staff.

_____ **Library:** Help as needed.

_____ **Lunchroom supervision:** Walk around the commons at lunchtime, providing another set of eyes/ears for staff.

_____ **Photo Archiving:** Hang up team and activity photos in May; catalogue old photos.

_____ **Textbook checkout:** Help with distributing books to students at the beginning of the school year.

_____ **Senior Project Mentors:** Providing individual support to students working on Senior Projects. Your level of involvement will be determined by you and the student seeking your advice and can be as simple as answering a question by phone. The possible topics are unlimited, so whatever your areas of expertise or hobbies, we are interested in hearing from you. Please list your skills:
