

VOLUNTEER INTEREST FORM



The School thrives on the support and energy of the parent community. Your volunteer efforts foster a sense of community needed to raise our children. It also provides many opportunities for parents to get to know each other better. **Please keep in mind that you are NOT committing to working these events, you are simply expressing your areas of interest.** By putting your initials on this form staff/parent contacts will get in touch with you as needs arise.

Parent Name: 1) _____ 2) _____

Occupation: _____

Employer: _____

Daytime Phone(s) _____

Best email address to use: _____

ACTIVITY	DATE(s) NEEDED
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Please clearly print your initials on the line below the items you wish to volunteer for!

ANNUAL AUCTION	<i>Meetings begin in late Fall and continue until the Auction</i>	Each spring the annual Auction raises important funds for the indexed tuition program.																				
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WALKATHON & ALL SCHOOL PICNIC		Each fall this annual event supports school projects such as maintaining outdoor structures & grounds, improving library, etc.						
		<table style="width:100%; border: none;"> <tr> <td style="border: none;">T-Shirt Sales</td> <td style="border: none;">Day of Event</td> <td style="border: none;">Graphic Design</td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;">_____</td> <td style="border: none;">_____</td> </tr> </table>	T-Shirt Sales	Day of Event	Graphic Design	_____	_____	_____
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_____	_____	_____						

BOARD of TRUSTEES and COMMITTEE MEMBERS		The board and committees include parents, alumni and staff. The head of each committee reports to the board on their regular meetings. Board and committee members meet monthly and generally move projects and initiatives ahead between meetings. All of the committees and their respective chair and responsibilities are listed in the annual parent handbook. <i>The below committees need regular/large number of volunteers:</i>				
		<table style="width:100%; border: none;"> <tr> <td style="border: none;">Public Purpose Committee</td> <td style="border: none;">Diversity Committee</td> </tr> <tr> <td style="border: none;">_____</td> <td style="border: none;">_____</td> </tr> </table>	Public Purpose Committee	Diversity Committee	_____	_____
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_____	_____					

ADMISSIONS TOURS/ OPEN HOUSES	<i>Fall/ Winter</i>	Tour Coordinator Oct-Jan	Morning PS/ES/MS Tour Guides M-W, Oct-Jan	Evening Open House Guides Oct & Dec	New Families Liasion/ Welcome Committee Fall & Spring
		_____	_____	_____	_____

COMMUNITY FAIRS	<i>Ongoing</i>	Preschool Preview Night	Fiesta on the Hill	Portola Street Fair	JCC Kindergarten Night	Middle School Info Night at the JCC	Our Family Coalition LGBT School Fair
		_____	_____	_____	_____	_____	_____

WORK DAYS		Parents help staff get classrooms, library and grounds ready for school and do late year clean-up and projects.								
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<i>Spring</i>	_____									

PRESCHOOL MORNING CARPOOL *Ongoing* Escort preschoolers from cars to their classroom one morning a week from 8:30-9:05am
Monday **Tuesday** **Wednesday** **Thursday** **Friday**

ELEMENTARY AFTERNOON CARPOOL *Ongoing* Escort elementary students to their cars after school one afternoon a week from 3:05-3:15pm
Monday **Tuesday** **Wednesday** **Thursday** **Friday**

WALK IN THURSDAY *Ongoing* Walk with students from your neighborhood to St. Mary's Park or all the way to school.
Coordinator **Walker**

FRONT DESK COVERAGE *Ongoing* Coverage of front desk duties when receptionist is absent - Could be called on last minute!
Monday **Tuesday** **Wednesday** **Thursday** **Friday**

TECHNOLOGY *Ongoing* **Photoshop** **Filemaker** **PHP Coding** **Other**

SCHOOL SALES *Ongoing* Person in charge of all school sales throughout the year. (ie. Calendars/notecards, sweatshirts/totebags, holiday videos, CD's)
Yes, I am interested. Tell me more. _____

GARDENING *Ongoing* **Committee Member** **Special Projects**

LIBRARY HELP *Ongoing* Work in the library on various tasks.
Monday **Tuesday** **Wednesday** **Thursday** **Friday**

OVATIONS COMMITTEE *Ongoing* The Ovations Committee supports the needs of the music department.
Committee Member **Sales/Fundraising** **Event Ushers** **Master Recordings** **Photography/Videography**

ATHLETICS PROGRAM *Ongoing* **Interested in getting involved, i.e. coaching or booster events**

GUEST SPEAKERS *Ongoing* **Guest Speaker Suggestion:** **Topic:**

CAREER DAY/FIELD EXPERIENCE *Ongoing* **I would like to host a Middle School Student:**

OTHER VOLUNTEER INTERESTS

