



ACE PTA Volunteer Opportunities 2009-2010

Welcome to another fun filled and fast paced school year at ACE! There are so many events, activities and necessary functions that occur throughout the year. All of which require people like you to plan, coordinate and staff them. Please read the following information Carefully and consider how and where you can fit into the life of your child's school. We welcome every parent, grandparent and any adult that is involved in a child's life to participate. ***Become A Volunteer today!***

Please indicate any area(s) in which you would like to help and return this form (**in an envelope marked ACE/PTA Volunteer Coordinator**) to the school as soon as possible.

PLEASE PRINT CLEARLY:

_____ Parent Name	_____ Student Name	_____ Grade	_____ Teacher
_____ Email	_____ Student Name	_____ Grade	_____ Teacher
_____ Phone – Home	(Best Time to Call)	_____ Student Name	_____ Grade
_____ Phone – Work or Cell	(Best Time to Call)	_____ Student Name	_____ Grade

I want to volunteer for the following:

- Yes, I can help **anywhere** – Please contact me.
- Yes, I can volunteer, I have checked the activities/events/committees that I am interested in below.
- Yes, I want to volunteer, but need “things to do” from home.
- Yes I want to donate my expertise in a certain area. (Area: _____)

Volunteer Areas: On the listing below, please check-mark the boxes beside the committees, or specific areas of each committee, where you would like to volunteer. All volunteer committee members work with the PTA Executive Board or a Staff Liaison. Please don't feel that you will be “on your own” with any volunteer position. We strive to make each and every event at ACE a group effort.

- ACE Tour Guide** - - Spring Committee
Chairperson: *Available*
 - Give tours of ACE to prospective parents.
 - On Call with pre-set appoint by staff liaison.

- Arts Day** - - February Committee
Chairperson: Tina Harris
 - Assist with Art Teacher
 - Organizing display of student art projects

- Charity of the Month** - - Monthly Committee
Chairperson: *Available*
 - Work with staff liaison.
 - Help organize school-wide charity drive.
 - Deliver goods to charity.
 - Search community to find charities in need.

- Citizen of the Month** - - Monthly Program
Chairperson: Christy Stucker
 - Assist with monthly citizen display

- Fall Carnival - - Friday, October 9, 2009**
Chairperson: Kelly Wolf & Jennifer Smith

- Seek and solicit community donations for silent auction.
- Plan and prepare games.
- Food planning and food donation solicitation.
- Help with set-up and clean-up.
- Help teachers with classroom projects and/or baskets to be auctioned.
- Organize silent auction and raffle.



- Field Day** - - May 2010
Chairperson: Tara Rose
 - Assist with Game Set-Up / Clean-Up
 - Work A Shift During The Day
 - Provide Food for Volunteer Lunch
 - Set-Up / Clean-Up Volunteer Lunch

ACE PTA Volunteer Opportunities (*Continued*)

- Fifth-Grade Graduation** - - May 2010
Chairperson: Available (*Usually 4th Grade Parents*)
- Assist with Set-up / Clean-Up
 - Assist with decorations
 - Provide Cake for Graduation Celebration

- International Day** - - Spring Committee
Chairperson: Vandana Kumat
- Work with staff liaison
 - Assist in securing international exhibits

- Kentucky Kids Day** - - September Committee
Chairperson: Kerri Archer
- Organize activity to celebrate ACE Kids
 - Provide Snack for Kids

- Landscaping** - - Ongoing Committee
Chairperson: Whitty Rea
- Planning of Plantings (Fall & Spring)
 - Coordination with School and PTA for Work Days
 - Working / weeding Flower Beds

- Library / Books** - - Ongoing Committee
Chairperson: Amber Deitz
- Assist Librarian with Scholastic Book Fairs in Fall and Spring
 - Help track students birthdays for birthday book orders
 - Assist Librarian in School Library

- Market Day** - - Monthly Committee
Chairperson: Andrea Howard & Shirley Seivers
- Help with packing food orders once a month (1 hour volunteer per month)

- Newsletter** - - Weekly Committee
Chairperson: Cherrie Consiglio
- Copying and distribution of PTA newsletters that are not sent via email. (1 hour volunteer per week, rotation)

- Reading Pals / Tutors** - - Ongoing Committee
Chairperson: Available
- Help students by reading with them in groups during school
 - Help students by reading with them in groups after school

- Recycling** - - Ongoing Committee
Chairperson: Brian Hershino
- Assist chair wrap and mail cartridges monthly
 - Secure other businesses to participate in recycling with ACE

- Reflections** - - Fall Committee
Chairperson: Megan Phelps
- Assist with Reflections cultural arts program
 - Assist students with artwork / set up
 - Assist with awards
 - Assist with locating judges for entries

- Science Fair** - - Winter Committee
Chairperson: Terry Hunsucker
- Assist with Fair Set-Up / Clean-Up
 - Assist with walking students from classroom to fair
 - Assist with luncheon for fair judges
 - Assist with locating judges for projects

- Social Studies Fair** - - Fall Committee
Chairperson: Terry Hunsucker
- Assist with Fair Set-Up / Clean-Up
 - Assist with walking students from classroom to fair
 - Assist with luncheon for fair judges
 - Assist with locating judges for projects

- Teacher Appreciation** - - Ongoing Committee
Chairperson: Bridget Starr
- Solicit food donations from PTA volunteers
 - Assist with Teacher Appreciation Week (May)
 - Assist with Teacher Appreciation Thanksgiving Lunch
 - Decorate / Serve at several PTA sponsored events
 - Set-Up / Clean-Up events

- Yearbook** - - Ongoing Committee
Chairperson: Katherine Bessette
- Take photos of events, field trips, class parties, etc.
 - Work with software program
 - Assist with yearbook layout
 - Help with student picture and class picture days

- “Share Your Own Talents With ACE”**
Let us know what talents you have that you would like to share with ACE. Speakers, demonstrations, music etc.
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If you have any additional questions about volunteering, please contact Tina Harris, Volunteer Coordinator at wtgharris@windstream.net
We Can't Wait To Work With You!!!