



Volunteers Needed

VOLUNTEER OPPORTUNITY FORM

We encourage everyone to “Help make a difference!” at Red Mill Elementary: parents, grandparents, aunts, uncles, teens (hours count towards community service!). Just fill out this form and return it to your child’s teacher, place it in your child’s Tuesday folder, or place it in the front office PTA mailbox. We will primarily use email to keep everyone posted on volunteer opportunities. Please contact the Volunteers in Education Coordinator (VIE) if you haven’t received an email confirmation within the next two weeks.

Volunteer Orientation will be held **Friday, September 25th at 9:00 a.m. (Cafeteria)**. **Attendees will receive a permanent volunteer ID lanyard and Orientation pin.** We will discuss volunteer opportunities, guidelines, and answer questions you may have. Following the orientation, coordinators for other school programs will be available to clarify their programs. It is important all volunteers are familiar with the Virginia Beach City Schools Guidelines for Volunteers, so if you are not able to attend the orientation, please pick up a copy at the PTA table in the front foyer. *Attending the orientation is the only way to receive a Red Mill Volunteer identification badge and lanyard.*

For more information, please contact **Teresa Carver, Volunteer in Education (VIE) Chairperson, at 343-5177, RMEsvolunteer1@aol.com.** Thank you, in advance, for all you do to make Red Mill the best!

If you are able to attend, please check one: I can attend the orientation and need an ID lanyard.
 *We can replace broken pieces at orientation. I can attend and I already have received a lanyard.

NAME: _____ PHONE: _____ **EMAIL: _____
 Student’s Names _____ Grade: _____ Teacher: _____
 _____ Grade: _____ Teacher: _____
 _____ Grade: _____ Teacher: _____

Check All Interests:

- Data Entry** – working at home creating reservation lists, entering members into an online data base, aiding with at home computer art work, and assisting as needed, etc...*Very flexible and helpful!*
- Art Work** - making posters, signs, banners (expenses reimbursed by PTA).
- Copy-room** - helping with copy orders given for the school year. *Separate training is required.* Circle one (Weekly or Bi-weekly). Circle day of interest (Mon, Tues, Weds, Thurs, or Fri).
- Workroom:** preparing large orders for school staff (school directories, booklets, school newspaper, etc...) a few times during the year. Very flexible!!
- Cafeteria Help** – assisting the staff cafeteria monitor during lunch. Weekly or bi-weekly.
- Hospitality** - baking for different events throughout the year.
- PREP**-(Parent Resource Enrichment Program)-challenging a small group of children ***once a week for 45 minutes*** (Nov.-mid May). ***Lesson/activities, orientation and support network provided.*** For more information, contact Melissa Gunter at ***Melissa@thegunter4.com.***
- Library**- checking books in/out re-shelving. Hours needed: One day a week M-F.
 Please circle day of interest: Mon, Tues, Wed, Thurs, or Friday. Shift preferred: 8-11am or 11-2 pm

****Email addresses through the PTA VIE are secured and are not shared, viewed, or given to other recipients.**

<<<<<<More on backside>>>>>>

Throughout the year, there will be many events sponsored by the Red Mill PTA. Please sign up for all that interest you. As each event gets closer, you will be contacted as to your availability & specific areas of interest. ***Again, we are NOT asking for a commitment at this time!***

(TBA) means date is still undetermined. All dates are subject to change.

___ **General Volunteer**-Wish to be added to a group email to receive emails about volunteer opportunities as they are needed. No commitment necessary by checking here. Allows you to pick and choose events that fit your availability. Your email information and contact will **NOT** be shared.

___ **Pastries for Parents**– Sep 22th (K & 5th) or Sep 23th (1st & 3rd) or Sep 24th (2nd & 4th)
(Assist with set up and clean up, 7:00-8:30 a.m.).

___ **Family Bingo Night** – Nov 17th
(Assist with set up, snack & pizza sales, clean up)

___ **Spirit of Giving** – Nov 9th -20th
(Assist in collecting student donations during lunch for Red Mill families who are in need)

___ **Magic Show**- Jan 15th. Assist with tickets, set up, check in, clean up, etc...

___ **Santa's Workshop** - Dec 12th (8 am – 1 pm)

Circle areas of interests:

Breakfast Santa pictures craft fair basket raffles kids' crafts kids' shop As Needed

___ **Book Fair** – Feb 8-12 (Assist with book sales & set up). All times are during school hours.

___ **Book Fair & Founder's Day Dinner Night.** Feb. 9th. Please check area of interests below:

___ Book Fair Night (assist with sales, etc...) Circle p.m. shift preferred (4:15-6:30 or 6:15-8:30).

___ Founder's Day Dinner. Assist with set up, decorations, & clean up.

___ **Mini-Courses** – March 8-25th (1-3 weeks of 1 hr. after school craft/hobby classes).

Assist 1 or more afternoons directing children to classes, assisting teachers and/or staying with children until parents arrive or possibly conducting your own class (If desired)!!

___ **Family Movie Night**- April 20th. Assist with concession sales and set up/clean up.

___ **Spring Fling** – May 15 (Carnival with impromptu talent/variety show)

(Many areas to assist: baked-goods, cake walk, games, etc. This takes over 120 volunteers!!)

___ **Field Day** - June TBA (Serve water to students for 1 hour shift).

___ **5th Grade Events** - (Social, Wall Signing, or Crossing Over Ceremony) – TBA June 7th-14th

Red Mill Elementary School

PTA[®]

everychild.onevoice.[®]