



Bee Cave Elementary Volunteer Form 2011-2012



Please print. You may return in your child's Tuesday folder or at the Volunteer Orientation scheduled for Wed., September 14th at 9:00am

Name: _____

Phone: _____

Email: _____

Address: _____

Work/Cell: _____

Best time to call: _____

Student(s) first and last names: _____

Teacher(s): _____

Grade: _____

Below is a list of anticipated volunteer needs. Check all areas in which you are interested in volunteering. Contact persons are listed in parenthesis.

GENERAL VOLUNTEER NEEDS	P.T.O. RELATED	
<p>COUNSELOR SUPPORT & FRONT OFFICE (browns@titsdschools.org)</p> <p><input type="checkbox"/> Be a Mentor <input type="checkbox"/> Be a Book Buddy <input type="checkbox"/> Holiday Drive <input type="checkbox"/> Lost & Found <input type="checkbox"/> Career Week Presenter (Spring) <input type="checkbox"/> Collate Tuesday folder parent information packages (1st day school fall 2012)</p> <p>NURSE: (garzag@titsdschools.org) <input type="checkbox"/> Vision & Hearing Screening (Fall; required training is provided and will be in October 2011 at the EDC)</p> <p>LIBRARIAN (kanaks@titsdschools.org) <input type="checkbox"/> Box Tops/Soup Labels <input type="checkbox"/> Spring Book Fair <input type="checkbox"/> Fall Book Fair</p> <p>ASSIST IN ONE OF THE AREAS BELOW: (volunteers@bcepto.com)</p> <p><input type="checkbox"/> Text Book Collection <input type="checkbox"/> Art Room <input type="checkbox"/> Music <input type="checkbox"/> Cartridges for Kids Recycling Program <input type="checkbox"/> Science Lab <input type="checkbox"/> Science Fair <input type="checkbox"/> Outdoor Learning/Butterfly Garden <input type="checkbox"/> Garden Club/Workdays <input type="checkbox"/> Aluminum Can Recycling Program <input type="checkbox"/> Destination ImagiNation <input type="checkbox"/> Discovery (Gifted & Talented)</p>	<p>PTO President (president@bcepto.com)</p> <p><input type="checkbox"/> Business Membership assistance <input type="checkbox"/> PTO Meetings (sales, refreshments, raffles, etc.) <input type="checkbox"/> Audit Committee (Spring) <input type="checkbox"/> Playground (i.e. upgrade equipment, maintenance, paver installation) <input type="checkbox"/> Assist program coordinator with special events (movie night, Spring pasta/fiesta night etc.)</p> <p>FUNDRAISING (fundraising@bcepto.com) <input type="checkbox"/> Assist with Unfundraising <input type="checkbox"/> Paver Sale (Spring)</p> <p>SPIRIT COMMITTEE (spiritwear@bcepto.com) <input type="checkbox"/> T-shirt sales/orders</p> <p>HOSPITALITY/STAFF APPRECIATION (staff.appreciation@bcepto.com)</p> <p><input type="checkbox"/> Cook/bake for monthly teacher/staff luncheons and/or assist with set-up/clean-up <input type="checkbox"/> Spa Day (Feb) <input type="checkbox"/> Sunshine Committee - Cook/bake for BCE families <input type="checkbox"/> Bake cookies for staff birthdays</p> <p>VOLUNTEER COORDINATOR (volunteers@bcepto.com)</p> <p><input type="checkbox"/> Nominating Committee (Spring) <input type="checkbox"/> I am not sure what I can do, but call me <input type="checkbox"/> Please check if you have a 6th-12th grader who would like to earn community service hours (i.e. Cavs in Service) for helping at PTO meetings or the Carnival.</p> <p>5K Run & Fundraiser Fall 2011 (funrun@bcepto.com) <input type="checkbox"/> I will help on race day <input type="checkbox"/> I will get Sponsors <input type="checkbox"/> I want to run/walk, but will help before race</p>	<p>HISTORIANS (photos@bcepto.com)</p> <p><input type="checkbox"/> Help Create Pages (basic computer skills) <input type="checkbox"/> Editing Pages (Review/correct completed pages) <input type="checkbox"/> Grade level contact person (Coordinate event photos) <input type="checkbox"/> Take/Submit Photos</p> <p>PUBLICITY/COMMUNICATIONS (newsletter@bcepto.com)</p> <p><input type="checkbox"/> PTO Newsletter Production <input type="checkbox"/> Bulletin Board Update <input type="checkbox"/> Website</p> <p>BACK TO SCHOOL PREP (president@bcepto.com) <input type="checkbox"/> Assist PTO in preparing for "meet the teacher" and "back to school" nights in Fall of 2011 <input type="checkbox"/> School Supplies</p> <p>TRACK & FIELD (Spring) (collinsc@titsdschools.org)</p> <p><input type="checkbox"/> Field Volunteer <input type="checkbox"/> General Volunteer <input type="checkbox"/> Photographer <input type="checkbox"/> Set-up & clean-up</p> <p>SPRING CARNIVAL (www.bcepto.com/fundraiser/carnival.htm)</p> <p><input type="checkbox"/> Co-Chairs <input type="checkbox"/> Games <input type="checkbox"/> Volunteers <input type="checkbox"/> Auction <input type="checkbox"/> Prizes <input type="checkbox"/> Set Up/Clean Up <input type="checkbox"/> Sponsorship <input type="checkbox"/> Tickets <input type="checkbox"/> Entertainment <input type="checkbox"/> Signage <input type="checkbox"/> Concessions/Security <input type="checkbox"/> Publicity</p> <p>SPECIAL TALENTS: i.e. face painting, manicurist, carpenter, foreign language translator, graphic artist, massage therapist, etc.</p> <p>_____</p> <p>_____</p> <p>_____</p>

THANK YOU FOR VOLUNTEERING TO HELP OUR SCHOOL & KIDS BE THE BEST THEY CAN BE!

Organizing the school volunteer effort is a big job and sometimes people slip through the cracks. Please notify Michelle Ellisor at 368-5937 or volunteers@bcepto.com or the school office at 533-6250 if you have any questions or are not contacted to volunteer after completing this form. Rev. 8-2011