

# PTO Volunteer Opportunities

Please read through the opportunities and mark the ones that you are interested in. Then send the list back to school with your child(ren). A PTO Leadership Team member will contact you in the near future, or you can always contact us at [washingtonwoodspto@gmail.com](mailto:washingtonwoodspto@gmail.com).

Your Name \_\_\_\_\_

Child's Name/Teacher \_\_\_\_\_

Best way to reach you

Phone

Best time to call \_\_\_\_\_

Text

\_\_\_\_\_  
Phone #

Best time to text \_\_\_\_\_

Email

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Email address

I check my email

*Hourly/Daily/Weekly (circle one)*

**The Days, Times and Types of Activities Best For Me Are:** (Please check all that apply)

During the School Day    After School    Weekday Evenings    Weekends    From Home

## Donuts with Grandparents

Work with the PTO Leadership Team and other volunteers to plan and execute this event being held on **September 5th and 6th, 2018**.

## Staff Appreciation Meals

Work with the PTO Leadership Team and other volunteers to plan and provide a number of meals to our fabulous WWES staff throughout the school year. Daytime availability is preferred.

## PTO Wellness Event

Bring your energy to help plan and execute this event focused on wellness, particularly incorporating Habit #7 - Sharpen the Saw. It will be held on **September 14th, 2018**.

## Homecoming Float

Bring your WWES and Westfield spirit to help design and build our WWES float for the WHS Homecoming parade. The parade is Thursday evening, **September 27th**, planning/building will take place in the 3-4 weeks prior.

## Trunk or Treat

Work with the PTO Leadership Team and other volunteers to plan and execute this event being held on **October 26th, 2018**.

## Candy Cane/Shamrock Necklace Sales

Help us gather orders and prepare the candy canes/shamrock necklaces for distribution to students.

## Valentine Dance

Work with the PTO Leadership Team and other volunteers to plan and execute this event being held on **February 8th, 2019**.

**Spring Fling/Silent Auction**

Work with the PTO Leadership Team and other volunteers to plan and execute this big event being held on **March 15th, 2019**. This event includes our Silent Auction, along with games, activities and food.

**Staff Appreciation Week**

Show your appreciation to the terrific staff at WWES by helping us plan some fun things (meals, gifts, etc.) for them the second week in May (**May 6-10, 2019**).

**School Day Assistant**

Coordinate with the PTO Leadership Team to complete various tasks (copying, distribution of items to classrooms, preparation of items for upcoming events, etc.) during the school day.

**Translation Team**

Help us prepare documents/flyers for distribution by reviewing Spanish translations for accuracy.

**Spirit Wear**

Help coordinator prepare/collect/organize orders and distribute items once received.

**Volunteer Coordinators**

Help us coordinate where volunteers are needed at each large event and assist in manning the volunteer check-in table.

**Community Outreach Liaison**

Share your enthusiasm for WWES by helping us make connections with local residents/businesses who would like to partner with the PTO to make our school great! This could include soliciting donations/sponsors for events/Silent Auction, gathering info to communicate to students/families, etc.

**Bulletin Boards/Displays**

Use your creative talents to help us create and maintain a PTO bulletin board and display case at WWES.

**Beautification**

Help beautify the inside, and particularly the outside, of WWES, by helping to complete and suggesting projects to the PTO and WWES administration.

**On-Call Volunteer** - If you are not sure right now how you can help, but would like to be involved in the future, your name can go on our "On-Call" Volunteer list. If we find we're short-handed for an activity or event, we'll go to our On-Call list and check with you to see if you can help with an activity or event.

I'm flexible: Call me anytime to work at school

I'm flexible: Call me anytime to work at home

**Do you have any talents, abilities, special interests, etc. that you would be willing to share with the PTO/WWES?**