**VOLUNTEER FORM Volunteer Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Volunteer Opportunities: Check any programs/events for which you would like to volunteer. The Chairperson will contact you prior to the event to check your availability** |

🗆 **I'm not sure when I can help right now, just email me when opportunities arise! *(Make sure your email is printed clearly above.)***

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| **PTA Programs** |

🗆 **Arts Attack** – Once monthly, parent-led art projects by class, no art exp. required (Docents for each class needed.)

🗆 **Book Exchange**  – Spring – students bring in used books and earn credits to get books from the exchange (NEED CHAIR)

🗆**Mileage Club/Fitness Fridays** – mark laps, hand out tokens/prizes during recess – 11:30 – 12:30 (NEED CHAIR)

🗆 **Red Ribbon Week** – October – National Program to prevent drug use in children (NEED CHAIR)

🗆 **Reflections** – Fall- National PTA program showcasing the arts, coordinate contest entries and pre-contest art night (NEED CO-CHAIR)

🗆 **Science Day** – Spring - chaperones to stations, lunch setup/cleanup, photographers

🗆 **Gardening Club** – Ongoing - gardening duties.

🗆 **Dad’s Club** – various events throughout the year including dad’s breakfast (NEED CHAIR)

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| **PTA Fundraising** |

🗆 **Store/Grocery Incentive** **programs** – Ongoing: investigate, implement & inform parents about ways to earn $ for our school (NEED CHAIR).

🗆 **Box Tops** - Fall & Spring - manage box top program (NEED CHAIR)

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| **Foundation Events** |

🗆 **Silent Auction** – December– acquire donations, event prep

🗆 **Run 2 Play** – Winter – Coordinate prizes, hand out snacks/water

🗆 **Yearbook -**  photographers, page designers

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| **PTA Events** |

🗆 **AB Games/ Olympics** – Spring – Field Day

🗆 **Art Show** – Spring – display art projects by all students in MPR

🗆 **Dad’s Breakfast** – One morning in Fall & one in Spring - (NEED CHAIR)

🗆 **Scholastic Book Fair** – - Fall (October) and Spring(April)

🗆 **Staff Appreciation Week** – - Spring(May)

🗆 **Talent/Variety Show** – Spring - Act managers & backstage help

🗆 **Welcome Back Picnic**– Fall (August)

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| **PTA Supported Services** |

🗆 **Ability Awareness** – Spring - various opportunities

🗆 **Adopt a Family: Holiday Giving** - Winter (December) - coordinate drive collections

🗆 **Health Screenings** – coordinate hearing, vision screenings

🗆 **Hospitality** – ongoing - supply refreshments & food for school meetings (NEED CHAIR)

🗆 **Library Helpers** - ongoing, Various opportunities

🗆 **Membership** – ongoing, help promote PTA membership

🗆 **School Pictures** – Fall (August)

🗆 **Spirit Wear** – Ongoing - processing orders & distribution for Aztec wear.

🗆 **Traffic Circle** – **URGENT NEED** –7:25 to 7:45am weekly and/or monthly. Help kids safely unload from cars at morning drop-off.

*Have a special skill you’d like to share? List it here: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

\**All volunteers must have a current TB test on file. Check for upcoming free clinic locations on the PTA website at www.adobebluffspta.com. Volunteers may be subject to fingerprinting and a background check as well.*



*August 2016*

Dear Adobe Bluffs Parents:

As the 2016-17 school year begins, I would like to make you aware of some of the great programs our school offers throughout the year. We are always in dire *need of parent volunteers* to keep these programs going! Adobe Bluffs offers an array of programs that are both on-going or occur once yearly, making it easy for you to find volunteer opportunities to match your schedule.

On the reverse side of this letter, you will find a list of current programs to select from including a brief description and time of year it takes place. If you’re a **working paren**t and would like to give a little bit of your time from home or with a more flexible schedule, we have great volunteer opportunities for you!! Our box tops and retail fundraising programs can be easily done from your home computer.

You make a HUGE difference in our children’s educational experience by volunteering your time! **Your kids will love to see you involved** and the entire Adobe Bluffs community will benefit immensely from the time you invest.

If you have any questions about volunteer opportunities, please email me and I will be happy to assist you.

**Thank you for all you do to make Adobe Bluffs such a great school!**

**With Aztec Pride,**

Brenda R Romero,

VP of Volunteers

abesvolunteers@gmail.com