



# Birch Lane P.T.A.

*Soaring to Excellence!*

Birch Lane Elementary • 1600 Birch Lane • Davis • CA 95616 • (530)757-5395

## 2008-2009 Birch Lane PTA Volunteer Form

Name(s) \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

E-mail address \_\_\_\_\_

Student name(s) \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(We will distribute the above information only to teachers and PTA committee members)

Everyone is welcome to get involved at Birch Lane Elementary with any or all PTA activities. Please check off your interests and return this form by September 19<sup>th</sup> to your child's teacher or to the school office.

Questions? Please call Volunteer Coordinator Autumn Labbe Renault at: 757-7972.

### **Innisbrook Fundraiser** (September 12 – 26)

- Decorate and put up displays – early/mid-September
- Assemble and distribute fundraising packets at school – mid-September
- Tally orders for 2 hours – beginning/mid-October
- Distribute gift wrap – beginning/mid-November

### **Red Ribbon Week** (October 20-24)

- Help plan drug/alcohol prevention program

### **Scarecrow Breakfast** (October 29)

- Bring in treats, sell treats, arrange scarecrow displays
- Take photos and lead classroom tours of the scarecrow displays

### **Fall Scholastic Book Fair** (November 3-7)

- Staff book sales during Parent-Teacher conference week

### **Spring Scholastic Book Fair** (March 2-6)

- Staff book sales during Parent-Teacher conference week

### **Open House Ice Cream Social** (Thursday, April 16)

- Serve and/or clean up at Open House Ice Cream Social

### **Ready, Set, Read Day** (Friday, April 3)

- Help coordinate one day reading enrichment event

### **Intermediate Play Day** (Wednesday, May 27)

- Arrange for purchase of popsicles for 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> graders

(please see other side)

**Spring Fling Raffle, Silent Auction and Carnival** (raffle to begin in April/Auction and Carnival May 16)

- Help plan auction and/or raffle and/or carnival
- Help coordinate and track raffle ticket sales
- Help write thank-you notes after auction
- Help solicit and coordinate donations for auction
- Help coordinate classroom and teacher auction donations
- Help coordinate and organize classroom carnival games
- Help with carnival ticket, food and merchandise sales
- Set up and/or clean up

**Spring Rummage Sale** (Saturday, April 25)

- Advertise sale in local papers
- Help organize and price items prior to sale
- Help on morning of sale

**Volunteer in the Library**

- Volunteer during the school day in the library

**Classroom PTA Representative**

- Work with your child's teacher as a PTA liaison

**Garden Volunteer**

- Classroom garden volunteer
- Help maintain school gardens

**Sixth Grade Graduation Coordinator**

- Assist planning sixth grade picnic day and graduation ceremony

**Washington Mutual School Savings Program Volunteer**

- "Bank Tellers" needed for 3 hours on most Friday mornings

**Box Tops, Soup Labels, eScrip, Target 1%, and School Pop fund raising programs**

- Assist program coordinators with distribution and collection of materials.

**Hospitality and Appreciation Functions**

- Provide goodies for teachers during Parent-Teacher Conferences and monthly staff meetings
- Assist with Teacher/Staff Appreciation Lunch in May

**Nugget Receipts**

- Calculate the contribution Nugget makes from receipts for Birch Lane

**Safety Coordinator and Morning Greeters Supervisor**

- Need parents to supervise morning greeters

**BRAVO music program classroom volunteer (training will be provided)**

- Teach music program to classroom with the BRAVO materials provided