

Dodgen Middle School PTSA

2008-09 Volunteer Interest Form - Parents

Name: _____ Student name(s) and grade(s): _____
Phone: _____
Email: _____

**Please put a check (✓) next to the Committee(s) you would like to Co-Chair or assist in 2008-09.
Thank you for supporting the Dodgen community!**

Return this form to the PTSA mailbox or the Dodgen front office.

Co-Chair Assist

- General Volunteer** – assist as needed
- Appropriations** – determine allocation of funds to enrich education (two or three times per year)
- Art Aide** – assist art teacher in the classroom and/or hang student work; no art experience needed
- Arts in Education** – distribute information packets and collect entries for the national PTA *Reflections* competition, bring cultural programs to the students
- Book Fair** – set up displays, assist students with book purchases, restock inventory (one-week commitment; one or two times a year)
- Community Outreach** – assist students with community service projects and monthly meetings, deliver items to outside organizations, assist with faculty sponsored *Relay for Life* events, dispose of unclaimed lost items (once a month commitment)
- Copy Crew** – make photocopies as requested by teachers; training is provided (semi-monthly)
- Dances** – plan, advertise, and sell tickets and concessions (three dances per year)
- Directory** – collect, verify, and edit information; distribute directories to students (Fall)
- Donations** – encourage donations to PTSA from Dodgen families and community
- Education and Literacy** – sponsor activities that support education and literacy at Dodgen, including *Honoring Our Heroes* essay contest, and *Dodgen Book Club*
- Eighth Grade Party** – plan and implement the 8th grade party in May (we need parents of 6th and 7th graders too!)
- Environmental Education** – beautify and improve school grounds, assist with monthly meetings, and help with Dodgen student environmental education (commitment varies)
- Exceptional Children (Special Services)** – plan/bring in programs related to the needs of challenged and gifted students (commitment varies)
- Family/Parent Involvement** – organize programs for parents and families such as “Lunch & Learn”, book chats, academic nights, etc. (commitment varies)
- Front Office Volunteer** – answer telephone, write passes, deliver messages, assist students/parents with late arrivals and early dismissals; training is provided (semi-monthly commitment)
Circle availability: Days: Mon Tue Wed Thu Fri
Shifts: 8:30-11:00 11:00-1:30 1:30-4:15 (Or circle: Sub Only)

**Co-
Chair Assist**

- ___ ___ **Get the Scoop on Dodgen Night** – organize and promote a one night event highlighting talents of students and clubs at Dodgen (February)
- ___ ___ **Health and Youth Services** – promote physical, emotional, and mental well-being awareness activities, educate students and parents on issues relating to drugs/alcohol/tobacco, plan and implement *Red Ribbon Week* activities, coordinate *Olympic Day* with PE Staff (flexible commitment)
- ___ ___ **High School Liaisons** – inform PTSA of programs and events at Walton and Pope (on-going)
- ___ ___ **Hospitality** – provide refreshments, decorations; be a greeter for school functions (as needed)
- ___ ___ **Junior Achievement** – teach business skills to 7th grade social studies classes; training is provided (commitment is once per week for 4-5 weeks in February)
- ___ ___ **Legislation and Advocacy** – coordinate between the school community and local/state governments on issues affecting education; communicate issues to the school community; assist with mock elections, *PTA Day at the Capitol*, and the Page Program (commitment varies)
- ___ ___ **Media Center** – shelve library materials, assist with checking out materials; training is provided
Circle availability: *Days: Mon Tue Wed Thu Fri Shift: Morning Midday Afternoon*
Frequency: Weekly Semi-monthly Monthly
- ___ ___ **Membership** – sell memberships on Panther Day, plan membership drives, assist with membership-related activities (commitment varies, mostly in the fall)
- ___ ___ **Newsletter Design** – collect and edit articles for the *Dodgen Dateline*; prepare for print (monthly)
- ___ ___ **Newsletter Distribution** – pick-up newsletter from printer; prepare for distribution/mailing (monthly)
- ___ ___ **Newsletter Reporters** – work with students to write articles for the *Dateline* (on-going)
- ___ ___ **Panther Day** – help organize *Panther Day* activities, including sales of Spirit Wear, PTSA membership, and vocabulary books (August)
- ___ ___ **Panther Fun Night** – plan and implement activities for an evening of fun for all students (January)
- ___ ___ **Public Relations** – publicize events and “human interest” items featuring Dodgen staff and/or students through local media, and school newsletter (flexible commitment)
- ___ ___ **Retail Rewards** – collect box tops, grocery card benefits, and other funds donated to schools from retailers; advertise/communicate with parents and school regarding same (on-going)
- ___ ___ **School Store** – sell school supplies to students from 8:40-9:10 a.m. daily (semi-monthly)
- ___ ___ **School Club Liaison** – keep PTSA advised of school clubs activities (on-going)
- ___ ___ **Smart Fair** – plan and implement a fun, interactive, and educational day for students (December)
- ___ ___ **Spirit Wear** – sell spirit wear on *Panther Day*; place orders and sell as needed during the year (flexible commitment)
- ___ ___ **Staff Appreciation** – plan special ways to say “Thank You” to staff and teachers during the year and organize *Staff Appreciation Week* (August, February)
- ___ ___ **Student Recognition** – honor students that excel academically or in community service; provide receptions, order/distribute T-shirts, etc. (flexible commitment)
- ___ ___ **Volunteer Coordinator** – gather information from Volunteer Interest Forms and provide volunteer lists to PTSA Committee Chairs; coordinate volunteers for various PTSA and Dodgen functions and activities (on-going; busiest when school begins)

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