

Archangel Michael Greek Language Institute

PTA VOLUNTEER FORM 2009 - 2010

Your Name _____

Child #1 name _____ grade _____

Child #2 name _____ grade _____

Child #3 name _____ grade _____

Address _____

Telephone # _____ e-mail _____

**** event dates subject to change or to be determined**

*****event committees will be formed after volunteers are gathered**

(at least one representative from each committee should be present at general meetings)

| <u><i>Volunteer Position</i></u> | <u><i>Responsibility</i></u> |
|--|--|
| _____ <i>Back to School Picnic 2009</i> | <i>Plan and execute next year' s event - <u>Sept. 2009</u></i> |
| _____ <i>Christmas Pageant <u>Dec 23rd</u></i> | <i>Plan /execute reception & assist at performance</i> |
| _____ <i>Class Parents - 2 per class</i> | <i>Assist teacher, phone chain</i> |
| _____ <i>Class Parent coordinator</i> | <i>Oversee Class Parents, begin phone chain</i> |
| _____ <i>Cultural Arts Committee</i> | <i>Help choose and coordinate trips & programs</i> |
| _____ <i>Glendi Committee</i> | <i>Plan & execute PTA' s main fundraiser <u>Fri Jan 30, 2009</u></i> |
| _____ <i>Glendi Chairperson</i> | <i>Oversee Glendi Committee</i> |

| | |
|--|--|
| _____ Graduation Party | Coordinate End of Year Party for graduating class |
| _____ Moving Up Reception | Plan / execute end of the year reception following Moving Up/Graduation Ceremonies <u>Fri May 29th</u> |
| _____ Moving Up Kindergarten & 1 st Grade | <u>Tues May 19th</u> Event in Fellowship Hall |
| _____ Hospitality | Organize refreshments at PTA meetings, assist at parties, coordinate set-ups / clean-ups |
| _____ Independence Day Parade | Assist with event (theme, participants, chaperones, refreshments) |
| _____ Ladies Fashion Show Brunch | Plan/execute <u>March 15th</u> fundraiser to benefit Capital Campaign |
| _____ Library Committee | Plan, purchase, organize and distribute media |
| _____ March 25 th Celebration | Plan/execute reception & assist at performance <u>March 19th</u> |
| _____ Membership Drive | Coordinate membership effort |
| _____ Photography | Photograph important events and celebrations |
| _____ Picture Day | Assist on February 10 th & 12 th |
| _____ Tutoring Club | Provide help for students who request it in between sessions |
| _____ Welcoming Committee | Plan & Execute event welcoming New GS Families |
| _____ Yearbook Committee | Plan & Execute Student/Graduate 2009 Yearbook |

Questions or ideas?

E-mail: archangel.michael.pta@gmail.com

Please return this form to the PTA mailbox in the main office

Or mail to:

Archangel Michael Greek School PTA

100 Fairway Drive, Port Washington, New York