

# Evergreen School Volunteer Interest Form

2010-2011

*Parents, teachers, children, and staff working together create the energy that drives Evergreen School. Your volunteer participation is essential to the community aspect of our school and enables many events to take place. It also provides a way for you to participate in your child's school experience and gives him or her an opportunity to enjoy your presence at the school.*

**PLEASE COMPLETE THIS FORM AND RETURN IT TO THE OFFICE BEFORE AUGUST 27, 2010. THANK YOU FOR YOUR PARTICIPATION.**

Name: \_\_\_\_\_ Child's name: \_\_\_\_\_

**Following is the list of all-school events for the upcoming year. Please indicate which one(s) you can help us with. You will be contacted by the event chair with details of what is needed.**

- Fall Festival (Saturday, September 25, 2010)** – Families meet at a nearby park for a potluck and a chance to socialize and meet the teachers. Volunteers are needed to help with trash removal, set up, and face painting or games.
- International Children's Day (Friday, October 29, 2010)** – Children dress in clothing reflective of their ethnic heritage or any heritage of interest to them. Parents may offer stories, displays, or performances and send food. Volunteers are needed to organize performances, share their backgrounds, set up, and clean up.
- Winter Festival (Friday, December 17, 2010)** – This is a performance by the children, this year followed by a potluck. Volunteers are needed to set up and clean up, help decorate; set up and clean up for the potluck; and assemble programs.
- Auction (Saturday, March 19, 2011)** – Volunteers are needed for publicity, decorations, solicitations of contributions, donations of refreshments and desserts, pricing of auction items, selling refreshments, compiling an auction book, and set-up and clean-up.
- Esteemed Elders Day (Friday, April 22, 2011)** - Esteemed Elders, including grandparents, come from near and far to visit the school and receive gifts custom made by their special friend. Volunteers are needed to be greeters for the Esteemed Elders and for set-up and clean-up.
- Spring Festival and Annual Green Symposium (Saturday, May 21, 2011)** - Volunteers are needed to set up and clean up, help design and build stage sets, design and create costumes, and assemble programs.
- Pizza lunch** (Time commitment: one hour, between 11:30 a.m. and 12:30 p.m., two or more Thursdays per month.) Help serve pizza to appreciative children!
- Holiday wreaths** – We sell beautiful evergreen wreaths in November. Volunteers are needed to help sort and distribute the wreaths just before Thanksgiving.

**Evergreen is a warm, welcoming community. Help us share that community with new and prospective families (returning families only, please):**

- Meeting and greeting** at Evergreen Welcome Coffees. These events ease the transition for the parents of incoming students and are hosted by current parents who can share their experiences at Evergreen School. Time commitment is from 8:15 to 9:00am. Welcome Coffees are held a few times in September and once in January.
- Open House (Thursday, November 11, 2010; Friday, January 14, 2011; Friday, February 11, 2011)** – Visitors come to see the classrooms and meet the teachers. Volunteers are needed to greet the visitors and show them around, to set up, to clean up, and to bring food.

**Other Events:**

- School picture day (Wednesday, October 6, 2010)** – Volunteers help with coordination of children throughout the morning.
- School picture retake (Wednesday, November 17, 2010)** – Volunteers help with coordination of children throughout the morning.

Often we find that we need help in addition to the specific areas listed. May we call you if we need an extra “pair of hands” throughout the year?

- Yes      If yes, might you be available between 9:00 and 5:00 on weekdays?       Yes

There are many ways you can help in the classrooms. It’s a wonderful opportunity to share your child’s school experience.

- Act as Field Trip Coordinator:** work with the teachers to plan field trips for your class.
- Act as Snack Coordinator:** organize the parents in your class to bring in snacks on a rotating basis.
- Be a Room Parent.** Room Parents work closely with teachers to organize class projects and celebrations.
- Assist with special craft projects**
- Chaperone field trips**
- Share your heritage or skills:** The cultural and ethnic heritages of our families enhance the educational experience of our children, and a presentation by a parent is a source of pride to the child. Past presentations have included dances, an African weaver, and storytellers, as well as ongoing sign language or yoga classes. Please describe any cultural information or experience you would like to share with the children, either in class or with the entire school.

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- Share your profession or special interest:** Many of our parents can tap into resources through their professions or within their communities. Please describe any resources to which you have access that you would be willing to share with Evergreen students (i.e., nutrition; medicine; field trip destinations like the Smithsonian or planetarium; etc.)

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**Office support:**

- Library assistance** – maintain circulation, help shelve and/or repair books
- Answering phones** – help occasionally by answering the telephone and door

It is helpful to us to have a list of the skills and talents of our families, so that when a need for something arises we know whom to call (Please add any special details to further describe.)

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| <input type="checkbox"/> Carpentry/woodworking   | <input type="checkbox"/> Videography                         | <input type="checkbox"/> Marketing                    |
| <input type="checkbox"/> Baking /cooking         | <input type="checkbox"/> Music (specify instrument)_____     | <input type="checkbox"/> Fund Raising/Grant Writing   |
| <input type="checkbox"/> Painting (walls, etc.)  | <input type="checkbox"/> Foreign Language(s) (specify) _____ | <input type="checkbox"/> Finance                      |
| <input type="checkbox"/> Landscaping             | <input type="checkbox"/> Real Estate                         | <input type="checkbox"/> Editing                      |
| <input type="checkbox"/> Light hauling / moving  | <input type="checkbox"/> Desktop Publishing                  | <input type="checkbox"/> General computer expertise   |
| <input type="checkbox"/> Sewing / costume making | <input type="checkbox"/> Graphic Design                      | <input type="checkbox"/> Microsoft software expertise |
| <input type="checkbox"/> Sound system management | <input type="checkbox"/> Database Skills                     | <input type="checkbox"/> Other                        |
| <input type="checkbox"/> Photography             |  |   |

**Donation in lieu of time**

In recognition of parents who are absolutely unable to lend their presence to us, we accept a donation in lieu of time to help defray the cost of special events.

- Since my time is severely limited, I enclose my \$\_\_\_\_\_ donation in lieu of time.