



Olde Creek Elementary PTA Volunteer Opportunities

Olde Creek Elementary School is fortunate to enjoy a very active parent community. Below are some of the many ways you can be involved in your child(ren)'s school. **If you are interested in volunteering or would like more information**, please check the box to the **left** of the activity(s) you are interested in and provide your contact information so we may contact you.

Name: _____ Email: _____

Phone: _____

One time commitment (Fall)

- Laps for Learning:** Assist committee with set-up, event day activities, route safety, communications, and food donations.
- Halloween Howl:** Assist committee with managing various activities including food & ticket sales, security, and decorations.
- Room Parent Coordinator:** Assist in the coordination and orientation of room parents for each classroom.
- Picture Day Helpers:** Assist with student supervision and help students look their best for their school pictures.
- Thanksgiving Lunch:** Assist cafeteria staff during this November event by helping serve lunch, assist with ticket sales before and on day of the luncheon.
- Staff Appreciation Luncheon:** Assist with coordinating the fall luncheon for our teachers and staff on one of the November Teacher Work Days.

One time commitment (Winter)

- BINGO Night:** Assist with communications, set-up, serve refreshments, and help run BINGO games.
- Movie Night:** Assist with communications, set-up/clean-up, and food/refreshments.

One time commitment (Spring) -

- Family Heritage Night:** Assist with communications, coordination of entertainment, activities, food, and set-up/clean-up.
- Games & Puzzles Club:** Work with coordinator to run activities in cafeteria.
- Sock Hop:** Assist with communications, games, prizes, set-up/clean-up, and admission tickets.
- Teacher Appreciation Week:** Work with coordinator for annual teacher/staff luncheon and other expressions of appreciation during Teacher Appreciation Week.
- Picture Day Helpers:** Assist with student supervision and help ensure students look their best for school pictures.
- An Evening of Fine Arts (ArtWalk):** Help mat/mount art work and set-up art pieces of every child throughout the school. The Strings/Band Concert is held in conjunction with this evening.
- School Supply Order:** Coordinate upcoming school year's school supply order. Serve as liaison between the PTA/school and external school supply vendor.

On-Going Opportunities –

- Box Tops 4 Education:** Assist in collecting, tallying, and submission of Box Tops turned in via students as part of national school rewards program.
- Clinic Aid:** Assist school's Clinic Aide during school hours. Job is coordinated by school's Clinic Aide and requires a one-time, three-hour orientation provided by FCPS.
- Library Aid:** Assist in library during school hours or for special events such as Book Fairs. Schedule is determined by your availability and Librarian's needs. Weekly, monthly or twice a year is possible.
- Weekly Folders:** Assist front office staff by copying fliers and other communications to be sent home with students each week. Copies are made and distributed to teachers each Thursday. This is as your schedule supports.
- Lobby Display Case:** Help with decorating OCES lobby display case throughout year to highlight various themes and upcoming events.
- Reading Buddies:** Spend time reading with a student on a regular basis. Buddies are also provided with guidance on to how to read with student based on that student's needs.
- Yearbook:** Work with the Yearbook Coordinator by assisting with student cover contest, layout, and contents of annual yearbook. When needed, serve as a liaison between school and external yearbook publisher.
- Classroom Volunteer:** Help with a variety of class projects and provide educational support, such as assisting teacher with classroom activities, making posters and displays, working on signboards and bulletin boards, photo copying, etc.
- Family Dinner Nights:** Assist coordinator with contacting local restaurants to set up monthly family dinner nights. This is a fundraising opportunity for the PTA in which a portion of all proceeds are returned to the PTA.
- Room Parents:** Facilitates communication between parents and teacher, shares PTA event-related information with parents, and supports teacher in needs that may arise such as assistance with class parties. More than one room parent per class is preferred.

If you would like more information about any of the volunteer opportunities, please visit:

<http://oldecreekpta.org/parent-volunteers/>

Or if you have any questions about any of the volunteer opportunities, please the OCES PTA Board at

board@oldecreekpta.com

Please return the completed form to the OCES Front Office.

Thank you for considering ways in which you can be involved in your child's school!