



## PTA VOLUNTEER OPPORTUNITIES ACADEMIC SUPPORT

2017 - 2018

### COMMITTEE

### VOLUNTEER RESPONSIBILITIES

### ESTIMATED TIME COMMITMENT

#### GARDENS

Garden committee members collaborate with individual teachers and the broader Captain Planet initiative. They work to extend classroom lessons into our outdoor space, especially the new gardens recently built by Captain Planet. Volunteers will lead students through Captain Planet curricula, reinforcing Common Core lessons in the gardens.

Volunteers are needed at each grade level to coordinate with teachers and find times for all classes to learn outdoors. Gardens also collaborates with Wellness, Roots & Shoots, and GreenThink committees on healthy living and environment initiatives.

Opportunities are available for one-time, one event, and/or full-year engagement. You can be matched to your child's classroom. Volunteer times are flexible.

#### MEDIA CENTER

This committee assists the Media Specialists at the Main and Primary Media Centers. Volunteers on this committee also help coordinate the Book Fairs.

Volunteers help with shelving books, working at the circulation desk checking in and checking out books, and other easy tasks. Book Fair shifts include working the cash register, helping students find books, setting up and cleaning up.

Volunteers can sign up for as many shifts as they would like to that range from about 90 minutes to two hours. Main and Primary campuses will have separate sign ups.

#### READ-A-THON

This committee coordinates our reading fundraiser.

Volunteers help plan the fundraiser and communicate with classroom liaisons who distribute packets, tally reading logs, and award prizes.

Volunteers help plan the Kick-Off event, organization of materials for classes, etc. Read-A-Thon takes place November 6th - 17th.

#### ROOTS AND SHOOTS

Each year, a broad topic is introduced to grades K-5. Students learn how the topic relates to and affects the environment, animals and human community.

Volunteers help with classroom experiments and campus wide initiatives that benefit local non-profits and other groups in need.

Varies per month.



## **PTA VOLUNTEER OPPORTUNITIES ACADEMIC SUPPORT CONT.**

2017 - 2018

### **COMMITTEE**

### **VOLUNTEER RESPONSIBILITIES**

### **ESTIMATED TIME COMMITMENT**

#### WELLNESS .....

This committee works together to help student awareness of the importance of healthy eating, exercise, and other lifestyle choices that impact overall health.

Volunteers will help coordinate classroom and school-wide activities to promote wellness as well as replenish cleaning supplies/products in the classroom.

Volunteers will plan ongoing wellness initiatives throughout the year.

#### WELCOME DESK .....

This committee staffs the welcome desk at primary and main campus.

Volunteers responsible for greeting and welcoming visitors, ensuring all parents and guests sign-in and wear a name tag. Also assist office staff with incoming calls.

Two-hour shifts available throughout the year.



## PTA VOLUNTEER OPPORTUNITIES COMMUNITY BUILDING

2017 - 2018

<b>COMMITTEE</b>	<b>VOLUNTEER RESPONSIBILITIES</b>	<b>ESTIMATED TIME COMMITMENT</b>
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### COMMUNITY OUTREACH .....

This committee is designed to educate Jackson students and families about people in need in our community and the organizations that exist to help them. We want to raise awareness and help those in need:

Assists the chairperson of community service projects with Letters to the Troops, Stop Hunger Now, Holiday Helpers, and Lost and Found.

Volunteers for Community Outreach will assist with promoting these events within the Jackson community, and hands-on participation in the action projects.

Letters to the Troops

Students create special, hand-made cards thanking soldiers stationed or deployed outside the United States on Thanksgiving Day.

Stop Hunger Now

Families participate in a meal packaging event that produces nutritious meals that are distributed to partners in countries around the world.

Holiday Helpers

Jackson families help make the holiday season a little brighter for children in need within our own Atlanta Public School system. By partnering with the school district's social workers, our families purchase holiday gifts for over 250 children.

### DECORATING .....

This committee is responsible for helping both campuses look their best before events.

Volunteers will assist with setting out decorations from storage and creating or acquiring new decorations as needed.

1 to 2 hours of decorating before Celebration of Learning, Fall, Winter holidays, Read-A-Thon, Valentines Day, St. Patrick's day, Spring and Summer. Volunteer times are flexible.

### GREENTHINK .....

The mission of this committee is to help the school become an active steward of the environment by recycling, reusing and rethinking the way things are done.

Volunteers assist with three main projects throughout the year: Clean Air Campaign, "The Aluminum Can Recycle Challenge", and the Earth Day Awareness Campaign.

2 hours per month

### NEW & PROSPECTIVE PARENTS .....

This committee provides information to parents of prospective students by hosting tours, assisting with kindergarten registration, organizing the Kindergarten Open House, and serving as a resource to families who are new to Jackson.

Volunteers will help with scheduling and conducting tours at the primary and main campus throughout the school year, as well as help new parents navigate Jackson. Volunteers will also assist with set up and registration tables at the Kindergarten Open House.

Tours of the primary campus are held on the 1st Tuesday of every month. Main campus tours are held the 2nd Friday of every month. Potential for additional tours, as needed. Open House will take place in April.



## PTA VOLUNTEER OPPORTUNITIES COMMUNITY BUILDING CONT.

2017 - 2018

<b>COMMITTEE</b>	<b>VOLUNTEER RESPONSIBILITIES</b>	<b>ESTIMATED TIME COMMITMENT</b>
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**PARTNERS FOR EDUCATION** .....

The Partners for Education committee establishes and maintains our valuable partnerships with the local businesses that provide financial and in-kind donations to our school. Our partners sponsor many Jackson events through the year as well as host shop days and spirit nights.

Volunteers will assist the chair with promoting partners, organizing spirit nights/shop days, utilizing in kind donations and involving our partners with school events.

Time commitment will be as much or as little as you like!

**SPIRIT WEAR** .....

This committee coordinates the sale of Jackson spirit wear (t-shirts, shorts, etc.) at various school events.

Volunteers are needed to help with sales during short shifts at school events throughout the year.

Spirit wear will be sold at these events: New Parent Coffee, Curriculum Night, Back to School Night, Fall Festival, Kindergarten Open House, with potential for added events throughout the year.

**TEACHER AND STAFF APPRECIATION** .....

This committee provides luncheons and breakfast throughout the year for the faculty and staff to show our appreciation for their excellent work.

Volunteers are needed to help with the logistics of events including luncheons, staff meetings, and Teacher & Staff Appreciation week.

The committee will host multiple events per month, but volunteers from each grade level will only be called on 4-5 times per year. Teacher Appreciation Week is March 26th - 30th.

**YEARBOOK** .....

This committee works with the yearbook chairs.

Volunteers will help coordinate school-wide photos to be used for the yearbook.

Time commitment varies each month.



# PTA VOLUNTEER OPPORTUNITIES

## EVENTS

2017 - 2018

COMMITTEE	VOLUNTEER RESPONSIBILITIES	ESTIMATED TIME COMMITMENT
<p><b>BACK TO SCHOOL NIGHT (PRIMARY)</b> .....</p>		
<p>This committee kicks off our school year with a gathering for pre-K, K and 1st grade students and their families featuring dinner and classroom visits.</p>	<p>Volunteers are needed for set-up and clean-up after the event.</p>	<p>Thursday, September 21st 5:30 pm - 7:30 pm</p>
<p><b>BINGO NIGHT</b> .....</p>		
<p>This committee organizes a family night of Bingo games, snacks, and prizes.</p>	<p>Volunteers are needed for afternoon set-up. One-hour evening shifts include check-in, bingo card distribution, food service, prize table, and clean-up.</p>	<p>Friday, January 19th 6:30 pm</p>
<p><b>FALL FESTIVAL &amp; FUN RUN</b> .....</p>		
<p>This committee plans and organizes the annual Fall Festival and Fun Run.</p>	<p>Volunteers are needed to help with overall planning, recruiting vendors, volunteer management, and pre-race preparations including stuffing goody bags, etc.</p>	<p>Saturday, October 28th 9 am - 1 pm</p>
<p><b>FIELD DAY</b> .....</p>		
<p>This committee organizes a school day of outdoor games and athletics, celebrating the end of school.</p>	<p>Volunteers are needed to help with set-up, supervise activities and games, and clean-up.</p>	<p>May 16th - 18th</p>
<p><b>MOVIE NIGHT</b> .....</p>		
<p>This committee coordinates a school-wide family fun night by providing a big screen movie and snack.</p>	<p>Volunteers are needed the day of the event to help with set-up, concessions, operations, and clean-up.</p>	<p>Friday, March 23rd 7 pm</p>