

## Key School PTA Volunteer Opportunities 2009-2010

The PTA is *your* organization. As you know, a huge part of Key's success is the direct result of active and ongoing parent involvement. The time, dedication, elbow grease and sheer enthusiasm of parents helps to ensure that Key continues to be an amazing public school. There are opportunities to match every interest and every schedule. Here's a list of all our committees. Take a minute now to let us know how you'd like to get involved this year.

IF YOU ARE INTERESTED IN ANY OF THE VACANT CHAIRS NOTED BELOW, PLEASE CONTACT PAIGE CHABORA ([pchabora@yahoo.com](mailto:pchabora@yahoo.com)) OR WINDSOR FREEMYER ([windsor@w2consulting.net](mailto:windsor@w2consulting.net)).

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ E:MAIL: \_\_\_\_\_

- BOOK FAIR (Chairs: Mari Bailey, Ellen Maxwell)** – Held 3 days in early May, the book fair requires the help of volunteers to work as cashiers and help the children with their selections.
- CHRISTMAS TREE SALE (Chairs: Tim Ryan, Kevin McDonnell, VACANT)** – Your help is needed the second weekend in December – loading trees onto cars, helping cashiers and bringing holiday cheer to the neighborhood. This is a great way for working parents and weekend warriors to get involved!
- COMMUNITY SERVICE (Chairs: Mary Ann Svec, Carolyn Schafer Shahida)** – Get involved in some weekend and/or after school projects designed to instill a sense of community service in our children.
- CORPORATE GIFTS AND GRANTS (Chair: Lisa Gilley)** – Help us shake the money tree! Identify corporate matching programs and arrange for Key participation. Research available grants and write proposals.
- DIRECTORY (Administrator: Todd Stein)** – Help compile, design, print and distribute school directory and handbook.
- GREEN (Chair: Wynn Calder)** – Join the environmentally conscious crowd in helping the school meet its recycling obligations and by looking into the many ways we can adopt greener practices and impart that commitment to our kids.
- GROUNDS (Chairs: Wendy Lynch and Terry Schultz)** – One weekend day each fall and spring we join together to help spruce up school grounds.
- HARVEST FESTIVAL (Chairs: Virginia Gorsevski, Lisa Sterling, Elaine Kennedy)** – This fun-filled neighborhood event, held the third Sunday in October, features hours of games and activities for the children, including a moon bounce, fortune tellers, haunted house and cake contest. We need everyone to help run the games and activities!
- HOLIDAY SECRET SHOP (Chairs: Ande McCally, Carol Pineau, Britta Oblaender, Mariana Cavalcanti)** – Each December, Key School becomes a small boutique with hundreds of pre-wrapped gifts for students to purchase for friends, family and charity. Help is needed wrapping presents ahead of time, guiding the students through the store and cashiering.

- ❑ **HOSPITALITY (Chairs: Kirsten Beronio, Kathy HoganBruen, Annie Binder, Lauren Regardie)**  
 – Help with set-up and clean-up at our many events including the New Parent Receptions, Open Houses, General PTA meetings, and the Back to School and End of Year Picnics. Also a great opportunity for those of you who like to bake – you can help provide the goodies for one or more PTA functions.
- ❑ **INFORMATION TECHNOLOGY (Chair: Ande McCally)** - Assist Computer Lab Teacher with IT support (Mac/Apple software).
- ❑ **JULY 4<sup>th</sup> FLOAT (Coordinators: VACANT)** - Help create the annual float entry in the Palisades 4<sup>th</sup> of July Parade!
- ❑ **LIBRARY VOLUNTEER (Coordinator: Ellen Maxwell)** - Assist librarian in daily restacking of bookshelves. Work one day every other week, either just after drop-off or before pick-up in the afternoon.
- ❑ **NEWSLETTER (Keynotes Editors: Nick Keenan, Doug Dupin)** – How better to get to know Key than by writing for *Keynotes*? Our editors are looking for writers and photographers to help us keep parents in the loop. It's a great way to help build community among our families.
- ❑ **OPEN HOUSE (Chair: Meredith Fuchs)** – Key holds an Open House in mid-November and mid-February during school hours to allow prospective parents to visit the school. Members are needed to help guide tours throughout the building.
- ❑ **ROOM PARENT (Coordinator: Lori Denham Stein)** – We need two parents from each class to provide support to the classroom teacher, help coordinate volunteers for special events and help disseminate information to the membership (familiarity with email a *MUST*). Please let Room Parent Coordinator know of your interest by Friday, September 5.
- ❑ **SCIENCE FAIR (Chair: Deborah Winter)** – Help with the design, set-up and presentation of the annual Spring Science Fair held in mid-May.
- ❑ **SPRING AUCTION (Chairs: Kim Christo, Caitlin Durkovich, Maria Emanuel)** – Key's BIGGEST fund raiser and social event is the Spring Auction. This mid-March event requires a multitude of tasks, including soliciting donations and selling raffle tickets weeks in advance, choosing the venue, setting up and assisting with check-out the day of the auction.
- ❑ **WINTER AFTER SCHOOL ENRICHMENT PROGRAM (Coordinators: Cheryl Bruner, Yong Lee)**  
 Help design the January – March program offerings, process enrollment forms, and purchase and distribute snacks to the kids.
- ❑ **WORLD FAMILY (Chairs: Charlotte Perry, VACANT)** – Key prides itself on its vibrant international presence. Families with international experiences are invited to present one of our monthly *Passport Tuesdays* in which we introduce the student body to another country and culture. The World Family Committee holds periodic parent get-togethers and hosts World Family Day in early May in which students “travel to” various countries without ever leaving school grounds!
- ❑ **HEALTHY EATING (Chairs: Christy Halvorson Ross, Ingrid Bush)** – This is a new committee for 2009-2010. This committee will work to improve our snacks, bring local & organic food to the lunchroom, and give our parents presentations & information about healthy food and eating. It may also try to create a vegetable garden and organize composting efforts at Key, so kids could work in the garden and possibly even use some of the produce in the lunchroom.