

PARENT VOLUNTEER SHEET

2009-2010

Our PTO-sponsored programs raise much-needed funds for Moye, are fun for our children and offer rewarding experiences for the parents who volunteer.

Below is a list of areas where your help may be needed. The committees listed have existed in the past. If they're approved by PTO membership and have enough volunteer support, they again will be active during the upcoming school year. Please check your areas of interest, supply the information requested and return this form to your child's teacher or to the school office by ***Friday, September 4th***. You will be contacted before any scheduled committee meetings or events. If you are not, please contact a PTO board member.

Whether you can volunteer two hours or 20 hours, any time you can give is valuable to the PTO. It's also a wonderful opportunity for you to bond with your child and learn more about Moye School. The success of all PTO efforts depends on our parents— so please consider sharing your talents, time and energy with us. Thank you!

PTO Committees

_____	Art to Remember	Sept/October
_____	Auction/Dinner	November
_____	Birthdays	Once a month
_____	Book Fair (Fall)	September
_____	_____ Donuts with Dad	September
_____	_____ Family Reading Night	September
_____	Book Fair (Spring)	April
_____	Box Tops for Education	All Year
_____	Campbell's Labels	All Year
_____	Cold Hands, Warm Hearts	November/December
_____	Directory	September
_____	DVD Filming/Editing	3 events/ year
_____	Entertainment Book	August/September
_____	Get Smart with Art	All Year
_____	Holiday Shopping Boutique	November
_____	Library Auxiliary	All Year
_____	NetSmartz	2 events/year
_____	Outdoor Classroom	All Year
_____	PTO Bulletin Board	All Year
_____	Reading Counts	All Year
_____	Retail Fund Raisers	All Year
_____	Room Parents	All Year
_____	Santa's Cottage	December
_____	Spirit Sales	3 sales /year
_____	Spirit Wear	All Year
_____	Spring Fling	April
_____	Staff Appreciation	May
_____	Staff Wish Tree	December
_____	Yearbook/DVDs	All Year

NAME(S): _____

PHONE NUMBER: _____ **E-MAIL ADDRESS:** _____

CHILD'S NAME: _____ **CHILD'S TEACHER:** _____

MOYE PTO COMMITTEES 2009-2010

Art to Remember- This fundraiser uses our children's artwork they do in class. Their artwork can be transformed into many different items which are available for purchase. Volunteers are needed to help order the items and distribute them upon delivery.

Auction – This is the primary fundraiser for our school. In an effort to keep our kids from having to sell various items to the general public, the PTO hosts an adult evening out including dinner and silent and live auctions. Last year, this event netted more than \$36,000 for our school, allowing teachers to purchase much needed supplies for their classrooms. *Please consider helping as this event needs a lot of volunteers both prior to and the night of the auction.*

Birthdays – Once a month, all students who have a birthday in that month are served a piece of cake in the cafeteria during their lunch period. (Summer birthdays are not forgotten!) Committee members serve the cake during lunch periods. Cost of the cakes is covered by the PTO and Sodexo.

Book Fairs – Scholastic Book Fairs in the fall and spring allow students to buy books during their library time or before/after school. Parents may shop any time during book fair hours. Volunteers are needed each day to set up and organize the books, help students make their choices, get information from teachers for their “wish lists” and collect money. Proceeds from the fall fair are used to acquire books for Moye's library; proceeds from the spring fair are used to help students buy books at half price. Thursday evening of Book Fair week is "Family Reading Night" and “Donuts with Dad” is before school on Wednesday.

Box Tops for Education – Volunteers trim, sort and organize box tops from General Mills products; the box tops are redeemed for cash.

Campbell's Labels for Education – Volunteers clip and organize labels (from Campbell's and other products) to be redeemed for educational/athletic equipment.

Cold Hands, Warm Hearts – This committee is responsible for putting up and decorating the large Christmas tree the week before Thanksgiving, and collecting and displaying hats and mittens/gloves for children. The committee chooses a charitable organization to receive all donated items during the holidays.

Directory – At the beginning of the school year, all families are invited to complete information for a school directory. The committee collects the forms, enters and compiles the data and prints out the directory. It also distributes the directory to all children whose parents participated.

Entertainment Book – Entertainment books are filled with various discounts and coupons for local and St. Louis-area restaurants, attractions and businesses. Volunteers are needed to distribute and collect books from classrooms.

Get Smart With Art – This state-recognized program is designed to expose students to different types of art in a comfortable, age-appropriate manner. Volunteers present a different work of art once a month to their selected grade (October through May). Volunteers help create presentations that encourage both fun and an understanding of art. A presentation takes about 20-30 minutes for each class. Schedules are developed at the beginning of the school year for flexibility between presenter(s) and teachers. There is no need to have any art background. All materials are provided.

Holiday Shopping Boutique – This holiday shopping event, held during evening conferences is a great opportunity to shop from many home-based businesses all in one place, at one time. Volunteers are needed to work that evening and help with planning and publicity. If you would like to help or you own a home-based business and wish to participate, please contact Sue Tinge at 618-624-3049.

Library Auxiliary- This group works with the librarian on various library needs. The group helps orient volunteers to help check in, check out, process, and shelve books, under the guidance of the librarians. The group also recruits volunteers for various library programs, such as the Reading Counts Program and Book Exchange.

NetSmartz- The Internet Safety Committee addresses the growing need of educating elementary school children, teens and their parents on “cyber safety” and etiquette when using a computer, new media/digital device, or when visiting an on-line profile site. The committee works with the O’Fallon Police Department and O’Fallon District 90 to develop and present two annual parent workshops.

PTO Bulletin Board – A volunteer or two is needed to decorate the PTO bulletin board and keep it updated with current info about the PTO.

Reading Counts – This committee works closely with the librarian. It labels library books for the Reading Counts program and runs incentive contests for students all year. Volunteers also work with teachers to help them use the program.

Retail Fund Raisers – This is a small committee that organizes and publicizes the fundraisers which include some favorites like Papa Vitos, Schiappa’s, Chevy’s, Barnes & Noble, and Centerfield Park. Volunteers help organize, schedule, publicize and manage the event.

Room Parents – At the beginning of the school year, parents may volunteer to be room parents for their children’s classes. Room parent duties include:

- 1) Coordinating their classroom’s project & basket for the auction;
- 2) Working with classroom parent volunteers to ensure candid pictures for the yearbook are taken at class events – field trips, parties, other occasions;
- 3) Coordinating classroom parties; and
- 4) Working with the teachers in other areas they identify.

Santa’s Cottage – Children have the opportunity to buy low-cost gifts for friends and family. The “store” is at Moye and visited during scheduled library times. Volunteers are needed to assist kids with their selections and help them budget their money.

Spirit Sales –This committee sells Moye shirts and spirit items. It fills orders at the beginning of the year and sells items at PTO functions throughout the year.

Spirit Wear - This committee rewards Moye students randomly throughout the year for showing school spirit and wearing their school colors.

Spring Fling – This fun event features rides, games and food. It is held on the back lot and in the cafeteria. Volunteers are needed to help set up, run, and take down the games and activities; help in the kitchen; sell tickets; and provide baked goods.

Staff Appreciation – This committee decides when and how to show our appreciation to the staff. It usually involves a lunch or dinner during parent-teacher conferences and a big year-end luncheon. The committee organizes food, decorations and gifts.

Staff Wish Tree – This committee puts up a small Christmas tree in the library. They distribute “ornaments” that teachers complete with their wishes for their classrooms. These are hung on the tree (by the committee) as a way to help parents know which holiday gifts for teachers will be most appreciated.

Yearbook/DVDs- This committee takes pictures throughout the year of different events for the yearbook and records each school play for DVD sales. Volunteers are needed to record the plays and burn the DVDs.

Visit www.moyepto.com for a complete listing of committees, chairpersons and contact information as well as all of your PTO needs.