



2019-2020

Adolphus Elementary Volunteer Opportunities

<http://www.adolphuspto.org/volunteer-info.html>

Erika Walker, volunteer@adolphuspto.org

Room Parent – Throughout the school year!

- Assist the teacher with events/activities.
- Making the Field Day poster.
- Work with the grade level coordinator on activities, holiday, and end of year parties.
- Lead class parties and assist on Field Day or ask another parent to lead if you are unable.
- Coordinating the class auction basket.
- Email parents information and event reminders.
- Celebrate birthdays, baby showers, or any special occasions for the teacher.
- Check in with your teacher randomly to see if they need any supplies or help.

Grade Level Coordinator – Throughout the school year!

- Stay in touch with your grade level room parents
- Follow up on field day posters and bootleggers silent auction baskets
- Work with the lead teacher and room parents to plan the classroom parties
- Use grade level donations to purchase the supplies needed for the classroom parties
- Verify all classrooms have a room parent/parent to help on event days and you have their contact information to coordinate with them

School Workroom – Throughout the school year!

- Make copies
- Cut/trim laminated materials
- Help with special projects

Bulletin Boards – Throughout the school year!

- Put up bulletin boards
- Take down bulletin boards
- Use your creative abilities to bring the bulletin boards to life

Library/Book Fair – Fall, October 21st-29th and Spring, April 27th-May 5th

- Help check in/out books
- Re-shelve books
- Log in new books and materials
- Assist students
- Help with activities and events
- Help set up and tear down for book fair

5K Fun Run – October 19th

- Help Kristi Falkenhagen on the day of and leading up to the event.

Field Day – November 22nd (weather permitting)

- Assist Coach Hedin as needed
- Set up stations (i.e. sack race, etc.)
- Run stations and keep kids engaged

Picture Day – September 10th

- Help students through the line
- Get the next class if ahead of schedule

Visitor Check In -

- Check in visitors at the front doors for events (i.e. Field Day, End of Year Celebrations, etc.)

STARR Safety Patrol – April 7th-8th, May 11th-13th

- Open/close car doors for car riders in the morning from 7:00-7:30.

Smencil and Spirit Stick Sales – Possibly Tuesday and Thursday Mornings

- Sell Smencil's before class 7:00-7:30
- Sell spirit sticks before class 7:00-7:30

Bootleggers Ball – April 25th

- Help solicit donations and sponsors
- Decorate
- Retrieve silent auction baskets during check out
- Check in guests

Box Tops/Art Committee – Box Tops: October and March/Art Committee: throughout the school year!

- Assists Mrs. Macha in hanging student's artwork
- Help with other art related activities
- Count, cut and sort box top

Movie Night – December 11th

- Help stuff goodie bags for students before the event

FaBOOlous Bash – October 29th

- Help teachers decorate

Dads On Duty – Throughout the school year!

- Help with crosswalk duty
- Assist with morning announcements
- Assist teachers with lunch and recess duty
- Walk the hallways and outside to check for safety

5th Grade Committee – Throughout the school year!

- Plan the end of year celebration
- Organize fundraising events with the PTO.

We would like to give you time to plan and work with your schedule. We will send out an email and/or a sign-up genius about 2 weeks prior to each event for you to help!

We appreciate all that you do for the students of Adolphus Elementary. Thank you for taking your time to create invaluable memories for our children.



**Volunteers do not necessarily have
the time; they just have the heart.**

— Elizabeth Andrew