



# HENRY W. MOORE SCHOOL PTO VOLUNTEER PROGRAM

2016/2017

<http://candia.sau15.net>

---

Volunteer's Name

---

Home Phone

Cell Phone

---

Email Address

HMS Child's Name: \_\_\_\_\_ Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

HMS Child's Name: \_\_\_\_\_ Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

HMS Child's Name: \_\_\_\_\_ Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

## VOLUNTEER OPPORTUNITIES

Please check all areas of interest below. See description on reverse.

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Library Helper         | <input type="checkbox"/> Teacher Appreciation   | <input type="checkbox"/> My Coke Rewards      |
| <input type="checkbox"/> After School Craft     | <input type="checkbox"/> Boxtops for Education  | <input type="checkbox"/> Artist In Residence  |
| <input type="checkbox"/> Game/Family Fun Nights | <input type="checkbox"/> Campbell Soup Labels   | <input type="checkbox"/> Shoparoo             |
| <input type="checkbox"/> Healthy Kids Night     | <input type="checkbox"/> Fundraiser Coordinator | <input type="checkbox"/> Help From Home       |
| <input type="checkbox"/> Holiday Gift Shop      | <input type="checkbox"/> Gift Cards             | <input type="checkbox"/> Special Projects     |
| <input type="checkbox"/> Movie Night            | <input type="checkbox"/> Hannaford Dollars      | <input type="checkbox"/> Student Directory    |
| <input type="checkbox"/> Popcorn Tuesday        | <input type="checkbox"/> Baker                  | <input type="checkbox"/> Kindergarten Kickoff |
| <input type="checkbox"/> Scholastic Book Fair   | <input type="checkbox"/> PTO Newsletter         | <input type="checkbox"/> Food Donations       |
| <input type="checkbox"/> Spirit Day             |   |   |

- Please add me to the "General Volunteer" list to be contacted throughout the year for any committee or event as volunteers are needed.
- If you have any questions about the positions on this form please email the PTO at [candiapto@gmail.com](mailto:candiapto@gmail.com).
- If you have a special skill (photographer, artist, graphic designer, website designer, etc.) you are willing to share with the PTO, please let us know!

---

**THANK YOU, WE APPRECIATE YOU SUPPORTING THE CANDIA PTO!!**

Volunteers do not necessarily have the time; they just have the heart. ~Elizabeth Andrew

# CANDIA PTO VOLUNTEER DESCRIPTIONS

## EVENTS

---

**AFTER SCHOOL CRAFT:** Help organize craft activity and assist students with the crafts. After School Craft is held four times a year for three days from 2:45 pm – 4:30 pm.

**ARTIST IN RESIDENCE:** Help research and organize programs that will enhance the curriculum for all grades.

**FAMILY FUN NIGHTS:** Help plan and coordinate family fun nights. Additionally, volunteers are needed to help setup and help with concessions or the event. (Bingo Night, Family Dances, Paint Night, etc.)

**HEALTHY KIDS NIGHT:** Help plan and coordinate our Healthy Kids Night. Healthy Kids Night is held in the evening at the Moore School and promotes healthy eating and activities.

**HOLIDAY GIFT SHOP:** Help plan and coordinate the Holiday Gift Shop. Additionally, volunteers are needed to help staff the gift shop during the school day. The Holiday Gift Shop is held in December for 2-3 days and allows students to purchase low-cost gifts for their family and friends.

**KINDERGARTEN KICKOFF:** Help plan and coordinate an afternoon with information and fun for the incoming kindergarten classes.

**MOVIE NIGHT:** Help plan, schedule and select movies for movie nights. Additionally, volunteers are needed to help set up, serve food and drinks, and clean-up. Movie nights are held on Fridays from 6 pm – 9 pm four times a year.

**POPCORN TUESDAY:** Help organize yearly popcorn schedule of volunteers to pop and bag popcorn for the students. Popcorn Tuesdays are held every Tuesday from 8 am to 10 am. Volunteers work approximately one Tuesday every other month.

**SCHOLASTIC BOOK FAIR:** Help staff the Book Fair by assisting children in selecting and buying books. The Book Fair is held in November for one week and takes place in the Media Center during the school day.

**SPIRIT DAY:** Help plan and coordinate Spirit Day. Additionally, volunteers are needed to staff games and serve lunch. Spirit Day is held during the school day in June and is a traditional field day with games, crafts and food.

**TEACHER APPRECIATION WEEK:** Help plan and coordinate Teacher Appreciation Week. Additionally, volunteers are needed to help staff the teacher's luncheon during the school day. Teacher Appreciation Week is held in May and honors our hard-working teachers and staff with gifts, surprises, and well deserved thank yous.

## FUNDRAISERS

---

**BOXTOPS FOR EDUCATION:** Help plan and organize Box Top competitions and collect, count and submit Box Tops.

**CAMPBELL'S SOUP LABELS:** Help sort, count and bundle labels to redeem for school supplies.

**FUNDRAISER COORDINATOR:** Help plan and organize PTO fundraisers. New ideas are always needed!!

**MY COKE REWARDS:** Help collect and input reward codes to be redeemed for supplies.

**GIFT CARDS:** Help plan, set up and organize Gift Cards. This program brings in revenue from the sale of gift cards. It is a year round program.

**HANNAFORD DOLLARS:** Help plan, set up and organize Hannaford Dollars. This program occurs at the beginning of the school year.

**SHOPAROO:** Help organize classroom competitions for the most receipts submitted for the PTO to earn more in donations.

## OTHER

---

**BAKERS/FOOD DONATIONS:** Bakers needed to provide baked goods like cookies, cupcakes and sweets for events held throughout the school year. Food volunteers needed to provide garden salads, pasta salads, beverages, etc. for known events such as Teacher Appreciation Week, Staff Luncheon and any pop-up events where food is required. You will be notified via email to see if you are available. Most items can be dropped off at the front office early in the day.

**LIBRARY HELPER:** Help in the school library when available to sort books, reshelf, make copies and other tasks needed.

**PTO NEWSLETTER:** Help create, print and distribute the PTO Newsletter.

**STUDENT DIRECTORY:** Help input data, create, print and assemble the student directory.