

Boulder Country Day Volunteer Information and Sign-up

2011-2012

At Boulder Country Day, parent volunteering is a vital tradition. As a small school, we rely significantly on parents to help organize and support a variety of activities throughout the school year. Through partnerships with parents, we ensure an outstanding educational experience for all children and a school environment that supports a sense of belonging.

Please take time to complete the attached form. This will enable us to establish committees for next year. We ask that you return this form to the school no later than May 24th 2011. Thank you for your continued interest, enthusiasm, and support!

Parent's Name: _____ Grade(s) of Child(ren) _____

E-mail Address: _____ Phone: _____

Committee	Please check if interested
<i>LOTA Auction</i> - The BCD Auction, held every March, is a significant community event. Working on the Auction offers an excellent way to get involved and meet other parents.	
<i>Movie Night</i> – This committee helps plan and set up Movie Night in the fall.	
<i>Visiting Artists and Lecture Series</i> – This committee is focused on developing long-term plans to bring exciting artists and guest speakers to the school for students and parents. The committee will identify possible options, develop long-term plans, and make the necessary arrangements and communications for these events.	
<i>School Supplies</i> – Works with School Directors to acquire school supply lists, create order forms based on supply needs and work with a representative from a pre-packaged school supply company to coordinate the ordering, delivery and disbursement of school supplies to individual classrooms.	
<i>Fall Festival</i> – This event celebrates our sense of community and welcomes our Grand-Friends (Grandparents) to visit our school for a fun Barbeque Dinner and Carnival. This committee helps plan and set up the special carnival activities and other events for the annual Fall celebration.	
<i>Hospitality</i> – This committee sets up refreshments for School and Parents' Association functions such as Open House, the Christmas Program, Grandparents' Day, and Dads' and Special Friends' Day.	
<i>Used Uniform Closet</i> –Organize and maintain the Parents' Association Used Uniform sales closet. Includes washing (and light repairs) of contributions.	
<i>Teacher Appreciation Luncheon</i> – Coordinate a special luncheon in May honoring BCD's faculty and staff members. Work with local vendors in organizing food and beverages, favors, floral centerpieces and general table decoration. Work with classroom representatives in recruiting parent volunteers for classroom coverage on the day of the event.	
<i>Room Parent</i> —Room parents serve an important function, providing support for the classroom teacher. Requires a few hours periodically throughout the year to communicate with the parents in the class and organize events if needed. 1-2 parent volunteers per class. (Please indicate appropriate grade level/s.)	

School Picture Days – Organize and help coordinate the children on school picture days.	
Science Fair – This committee helps with various aspects of hosting and setting up the Science Fair.	
Year Book – An all-school project that includes photographing students and school activities as well as layout of the yearbook. Requires ongoing time commitment over the course of the year, especially in the spring.	
Book Fair – Have fun and help with our annual Book Fair. This is a weeklong event in early November, with opportunities for planning, set up, helping with checkout/sales, and clean-up.	
Box Tops – A simple fundraiser that involves the collecting and submitting of “Box Tops” that are turned in by BCD families. Box Tops are then submitted in exchange for funds to go toward various PTO activities.	
Specialist Gifts (Holiday and End of Year) –This person/committee will be in charge of coordinating the specialists’ holiday gifts and distribution as well as organize a year end gift OR lunch.	
Holiday Gift Card Coordinator –This person will distribute order forms for the holiday gift card fundraiser, organize and place order and distribute cards.	
Pizza Apprentice –This ongoing PTO fundraiser is the single largest means of raising money for the Parent’s Association. This person would work with the current Pizza Coordinator, to transition into the position for the 2012-2013 school year.	
Sunshine Fund - This school-wide committee would provide support to BCD families and faculty that need assistance during difficult times. They may also be asked to help with significant celebrations for BCD faculty.	

MIDDLE SCHOOL SPECIFIC VOLUNTEER OPPORTUNITIES

Interfest Celebration – This committee will help coordinate the Middle School multi-cultural potluck event which celebrates a unit of study of countries from around the world. Event is usually held in March.	
Capstone Lunch – This committee will help coordinate and set up the celebratory lunch for 8 th graders and their families following the Capstone Assembly. Event is held the first part of April.	
8th Grade Celebration – It is a tradition at BCD that the 7 th Grade Families assist during this evening event that honors the graduating 8 th Graders. This committee will coordinate the refreshments, set up and clean up.	