

## Volunteer Descriptions - Peter Woodbury School 2018-2019

**Room Parent (2/class):** Plan and execute classroom celebrations according to teacher's requirements. Assist classroom with school wide events like Teacher Appreciation Week, Family Fun Night, and classroom parties. Communicate with classroom families and request volunteers for class events as needed. Duties/events vary by teacher. Room parents will be notified by the last week of September. Timing: Ongoing

**It's a G.A.S. (Great Artist Series) (1/class):** It's a GAS (funded by PTG) an innovative and unique way for your children to learn about the great artist of our time. Each month, volunteers meet with a classroom to discuss the life and times of a well-known artist and will lead an art project that relates to the artist's style or medium. No art experience necessary, you will be trained and materials will be supplied. Timing: Monthly

**Math Superstars (1/class):** This extracurricular math enrichment program (funded by PTG) provides students with the opportunity to enhance their math skills. Each volunteer works with a classroom, passing out and correcting math papers (answer key provided), as well as keeping track of participation. At the end of the session, there are awards and surprises for participants! Timing: Fall (3rd grade) and Spring (K, 1st & 2nd grade)

**Box Tops for Education (1/class):** Clipping Box Tops from everyday items is a quick & easy way for classrooms to earn money. Volunteers are needed in each classroom to coordinate scheduled collections, trim and check expiration dates, & submit valid Box Tops to the school coordinator. Timing: Quarterly

**Art Room Helper:** Help the art teacher with matting and hanging artwork in the halls throughout the year. Often an extra set of hands is needed during specific classroom lessons. Additionally, help will be needed in preparing for the Art Show. Timing: Varies

**Bake 'r Buy:** Responsibilities include baking or buying refreshments (and/or paper products) for PTG and school events, such as Ski and Skate Sale, Staff Appreciation Week and other special events throughout the year. Timing: Varies

**Barnes & Noble Book Days:** This is a PTG fundraiser that takes place at the Barnes and Noble bookstore in Manchester. Volunteers will assist event coordinator in hanging art work and other tasks as needed. Timing: late January

**Book Fair:** The Scholastic Book Fair is held in September and April at each school. During this weeklong event, families and classes visit the book fair and have the opportunity to view and purchase books. Volunteers are needed to set-up, break down and staff the event. Shifts are available during and after school, as well as some evenings. Timing: Sept and April

**Color Blast Committee:** The Color Blast is a fun run/walk event that is one of the Bedford PTG's largest community events and fundraisers. Planning begins in January with bi-weekly meetings and begins meeting weekly after February vacation. Join as a committee member to assist with planning or simply volunteer at the event. Timing: January-early June.

**Family Fun Night:** This annual fundraiser will be held in February and proceeds go toward the current needs of PWS. Volunteer opportunities include set up, selling tickets at the door, serving food, clean up, and basket wrapping. Timing: February

**Father/Daughter Dance Committee:** Committee members requested to help in the planning and execution of the event. Timing: Ongoing through April  
**Father/Daughter Dance:** Day-of event volunteers needed to set up, assist during, and clean up after the event. Timing: April

**Garden Club:** Come help keep our school gardens and grounds looking beautiful by helping with watering, weeding and special projects during your 1st-4th grader's recess time. Kindergarteners will be involved at various times. Timing: Fall - Sept-Oct, Spring - May-June

**Groundworks:** Volunteers come in weekly to collect completed packets, check them (at home or at school), and then return them to the classroom teacher. They also record students' progress. There will be a volunteer meeting at the beginning of the year to explain the program and go over procedures. Timing: Ongoing, once weekly

**Gym Helper/Fitness Testing/Field Day: Fitness Testing (Feb)-**administer fitness tests to all 3rd and 4th grade students. Fitness tests take place in the morning with volunteer time slots available by teacher. **Field Day-**Assist during field day activities in June. Typically activities for grades 3 & 4 are held in the morning, while grades 1 & 2 are in the afternoon. You may volunteer for one or both events. Timing: February & June

**Library Helpers:** Help students find books and shelve the hundreds of books circulated each day. Occasionally help with other small projects such as stapling, filing or cutting laminated materials. Scheduling is flexible. Timing: Weekly

**Lost & Found:** Organize and periodically empty out and donate the contents of the lost & found area, usually prior to school vacation weeks. Timing: Ongoing

**Math and Science Center (B.E.S.T.):** Assist with 1st and 2nd grade Math and Science lessons/games. Training is required and will be provided. Parents may also wish to volunteer in the math and science center organizing kits or completing minor repairs to equipment. Timing: Dec-May

**Mother/Son Night Out Committee:** Committee members requested to help in the planning and execution of the event. Timing: Ongoing through May  
**Mother/Son Night Out:** Day-of event volunteers needed to set up, assist during, and clean up after the event. Timing: May

**Nurse helper:** Help with head checks, hearing and vision testing, and with Field Day. No nursing skills required. Limited time requirement. Timing: Varies

**Senior Citizens'/Grandparents' Day:** Grandparents and Seniors of the community are invited to a student led tour of the school, breakfast, and entertainment. Volunteers are needed to greet and check in our guests, and assist with event set up and clean up. Timing: May

**Ski and Skate Sale:** The Ski and Skate Sale is a consignment sale of new and used ski equipment, skates and clothing. The PTG earns a percentage of all sales that take place. The sale is held the Saturday before Thanksgiving and is a big community event. Volunteers are needed from 5-8p.m. on Friday night before and from 8am - 3pm on the day of the sale. Many volunteers are needed to make this event a success. Timing: November

**Yearbook Committee:** Committee members requested to help in the production of the yearbook in various areas from photography to page layout. Timing: Ongoing through early May