

**Holy Trinity Catholic Middle School
PTO Volunteer Form
2008-2009**

All volunteers/chaperones must complete the following requirements before volunteering at Holy Trinity:

1. Attend **Protecting God's Children** (PGC) workshops (dates and registration found on the Diocesan's website).
2. Sign the **Sexual Misconduct Policy** form (found on Diocesan's website).
3. Complete the **Volunteer Profile** (found on Edline in the Forms icon).
4. Complete a **Notification and Release Background Check** (pick up form at School Office and return to School Office).

Copies of required PGC certificate and other required signed documents must be on file at Holy Trinity. Verification will be performed this year by the HT Administration. Please call the Administration office at 704-527-7822 if you have questions.

Mother's Name: _____ Phone: _____ Email: _____
Father's Name: _____ Phone: _____ Email: _____
Student's Name: _____ Grade Level: _____
Student's Name: _____ Grade Level: _____

Please check all committees that you or your spouse would be interested in serving on. If you are willing to chair a committee, please mark a "C" next to that committee. Thank You!!

_____ **Bookfair:** Volunteers needed to assist during the Fall and Spring Bookfairs. Assistance needed in set-up, tear-down and selling during the school day. Proceeds benefit the school library.

_____ **Catholic Schools Week:** This is an annual, national event celebrating the importance of Catholic Schools. It is a weeklong celebration held in the last week in January. Special events are organized daily. Volunteers help plan and organize this celebration in accordance with the religion department.

_____ **Faith Advisory:** This committee assists our Campus Minister and Director of Religious Programs in organizing programs that enhance the spirituality of our school family.

_____ **Fall Fling Parent Party:** Help bring on the fun for our Parent Party! This is an adult only parent social held in the fall. This is a great event and needs plenty of helping hands. A different theme is set for each year and volunteers are needed to assist the various committees. This is a great way to meet new friends.

_____ **A/A Parents:** A/A Parents are an integral part of each classroom (or A/A). Each class needs a volunteer to help coordinate parties, teacher's birthday, keep parents updated on events, etc. and coordinate with other A/A parents on their team. This position works closely with the teacher of the classroom. Great committee to work from home!

_____ **Health Room Helpers:** Help our school nurse by spending an hour or so weekly or monthly comforting sick children who are waiting to be taken home. Also help in the annual vision/eye screening sessions and height/weight sessions.

_____ **Holy Trinity Helpers:** This committee lends an important set of helping hands on an as needed basis to teachers, staff or the PTO. Past tasks have included, labeling of the Student Directory, mailings, etc. This committee is called on as needed only and is a great committee when you don't have a lot of time to give.

_____ **Holy Trinity Tours:** If you enjoy meeting new people and sharing what your family loves about Holy Trinity, this is the committee for you. You will be trained on how to give tours to prospective families and you will be assigned certain Fridays to be on call for families who may have signed up for a tour. This committee will also give tours during the MACS Open House.

_____ **Hospitality:** This great committee helps plan and host special functions such as Coffee with Carole, and Teacher Appreciation Day!

_____ **Sixth Grade Welcome:** This committee welcomes new families to Holy Trinity by planning the 6th Grade Welcome in August. (Part of the Hospitality Committee)

_____ **Library:** Volunteers are needed to help in the library approximately once a month to shelve books, inventory and other tasks.

_____ **“Throw the Dog a Bone” Raffle:** This raffle kicks off at the back to school night and runs through the Fall Fling. Volunteers are needed to solicit prizes, write out raffle tickets, etc. (Our major fundraiser/fall event)

_____ **Teacher's Lounge:** This wonderful group keeps our teachers happy with monthly surprises in the teacher's lounge. Great for working parents who can send in items!

_____ **Used Uniform Sales:** Volunteers are needed to assist with the lost and found and organizing sales three times a year of donated uniforms. Parents may donate clean items by bringing to the office any time during the year.

_____ **Wednesday Packet Stuffers:** This committee needs lots of volunteers to help in the assembly of the Thursday Packets. This committee works only at the beginning of the year. (August thru first of October timeframe)

_____ **Phone-A-Thon:** This is a three-hour commitment for one night to help the MACS Foundation campaign in the first part of November.

_____ I or my spouse have contacts through the community or work that could benefit our school in the following way: _____ Please contact us for further information!
_____ Talents are important to share in helping our school! Please list skills that you have that could be helpful: _____artistic _____athletic _____computers _____marketing _____dramatic _____other

The many Holy Trinity PTO committees sponsor academic enrichment programs, support our teachers and staff, provide fellowship opportunities for our school community, and raise needed funds to not only accomplish the above but to help provide the “extras” for our school! Please be as generous with your time as possible – you make the difference!

