

***Heritage Grove Middle School***  
2010-2011 PTO Volunteer Sign Up Sheet

Volunteer's Name(s): \_\_\_\_\_

**(Please print clearly)**

Phone Number(s): \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Please indicate areas of interest and what capacity you prefer to serve in, i.e., Chair/Co-Chair or Volunteer. Thank you for volunteering. Please return this form with your registration packet or give directly to the school office.**

*(Reminder: Two sided Form, please see other side for additional activities)*

Chair/ Co-chair	Volunteer	Activity	Description <i>Please note descriptions are a brief overview and are not limited to descriptions below.</i>
_____	_____	Book Fair (Nov)	Help media center specialist with sales
_____	_____	Talent Show (March)	Help with decorating, concessions, ticket sales, etc.
_____	_____	Career Day (April)	Volunteer as a presenter or help recruit professionals as presenters/exhibitors
_____	_____	8 <sup>th</sup> Grade Celebration (May)	Help to chaperone the evening's activities
_____	_____	Concessions (various)	Work concessions at the after school activities & dances
_____	_____	Hospitality	Coordinate bakers/volunteers for Teacher's Luncheons, Appreciation Week, & other various lunches and activities throughout the year.

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<b>Chair</b>	<b>Volunteer</b>	<b>Activity</b>	<b>Description</b>
_____	_____	Labels	Coordinate collection & redemption of soup labels & box tops. Help with clipping and counting of labels & box tops.
_____	_____	School Supply Packs	Coordinate orders in spring and distribution in August
_____	_____	Spirit wear	Help with sale and distribution of spirit wear
_____	_____	Treat Day (once a month)	Help to sell special treats (i.e. Culvers) during lunch periods