



# Parent Volunteers



If you would like to volunteer your time in or out of the classroom, please look over this list of areas where I could use some help. Check the area(s) you would like to volunteer and return this form at your earliest convenience. **PLEASE NOTE:** *You must have had a T.B. test within the last 4 years. Please check with the Health Office for more information.*

\_\_\_\_\_ **Tuesday Envelopes:** This involves filling the Tuesday envelopes with various announcements and flyers sent home weekly by the school and by me. This will not take as long as in years past since PTA is going green. If unable to perform duty, must call alternate.

\_\_\_\_\_ **PTA Envelope Alternate:** Take over when the filler above is not available.

\_\_\_\_\_ **Monday Paper Filer:** This involves filing student papers every Monday so that they are ready to go in the Tuesday Envelopes.

\_\_\_\_\_ **Photocopying/Parent Helper Basket:** Check in with me on **Thursday/Friday mornings** (at drop off) to see if I need any prep work done. Come in and check my pink Parent Helper basket in the back of the room and take care of the projects/photocopying that I leave in there. I will leave directions attached.

\_\_\_\_\_ **Project Preparation and Help:** This involves helping me prepare various art or other projects, as well as volunteering to help during project times. (as needed basis - can be done from home)

\_\_\_\_\_ **Science Lab Helper:** (Fridays 1:25-2:05) Sign ups on Signup Genius  
<http://www.signupgenius.com/go/904084aa4ae29a64-mrs28>

\_\_\_\_\_ **Library Helper:** (Tuesdays 10:30-11:00) ALL volunteers MUST attend a short training session on **Tuesday, September 13** at 8:15. Please let Mrs. Primm know that you will be attending via email at [cprimm@mbusd.org](mailto:cprimm@mbusd.org). Find more information about Meadows Library and volunteer expectations by clicking here: <https://sites.google.com/site/meadowslibrary/volunteer-information>

\_\_\_\_\_ **YAA Docent**                      \_\_\_\_\_ **YAA Helper**

This is a parent led program where you will come in 6 times during the school year and teach and lead an art project with the students. You must attend training lessons.

\_\_\_\_\_ **Growing Great Docent**                      \_\_\_\_\_ **Growing Great Helper**

This is a parent led program where you will come in 5 times during the school year and teach and lead health/nutrition lesson with the students. You must attend training lessons.

Your Name \_\_\_\_\_ Phone # \_\_\_\_\_

E-mail \_\_\_\_\_

Child's Name \_\_\_\_\_

Thank you so much for your help!  
*Mrs. Mascari ©*

# Volunteer Guidelines



Thank you so much for your consideration to volunteer in the classroom. You are a valued part of our school family. I know your time in our classroom will be very rewarding to you, and it will be a tremendous help to us.

Please keep a few things in mind when you are working with the students:



- You **must** have had a T.B. test within the last 4 years. Please check with Diana in the Health Office for information.
- Please check in with the front office. Remember to get a “Visitor’s Badge” and to wear it while on campus.
- Be positive with the students and with the work that they do. Maintain realistic standards for their work.
- Feel free to help a student. However, we encourage students to do all the work. Students learn by experimenting...so let them do their work if at all possible. Ask them first, “What do you think you should do?”
- Remember to keep what happens in the classroom in the room. Please do not discuss the lives or learning of the students you assist with other students or adults who are not in the classroom. On the other hand, if you have a concern, please feel free to bring it to my attention immediately.
- Please remember to be on time. If you are unable to come at your scheduled time, please leave me a voicemail/email, send a note, or try calling someone else on the volunteer list to see if he or she can substitute for you. We do depend on you.
- Try to stay as professional as possible. Please keep in mind that we are always role models for the students.
- Have fun with the students and enjoy yourself!