

## **PTA Event Details for Volunteer Sign Up Sheet**

There are so many ways to get involved and support our school and it's an excellent way to get to know our children's school community. We hope ALL parents (moms, dads, grandparents) will consider volunteering for at least one and hopefully more categories that are of most interest to you. By checking a box you are not committed to the event but will be contacted by the chair.

### **Trike-a-Thon & Jog-a-Thon (9/30 for Trike; 10/1 for Jog):**

A favorite fundraiser at Brookfield where parents, grandparents, friends, and co-workers sponsor our little ones on a per lap or flat rate basis for their jogging and cycling efforts. Volunteers are needed to...

- set up course
- assemble children
- count laps
- keep time
- hand out medals

### **Monthly TLC Coffee (dates TBD):**

TLC has a monthly parent coffee hosted by each class on a rotating basis. Parents sign up to bring coffee, juice, fruit and goodies for TLC parents following a designated assembly. It is a great way for parents to gather and get connected. Volunteers are needed to...

- be in charge of their class coffee which would include creating a letter to their class parents, a sign up sheet and reminder note.
- one person could also be in charge of organizing the coffees for the year.

### **Parent Night Out (dates TBD):**

Parent Night Out is a nice way for parents to take a much deserved night out with other Brookfield Parents. A local restaurant, bar, or wine shop is selected and parents gather for a few hours. A volunteer is needed to...

- arrange an event by choosing the location, reserving a section and creating a flier.

### **Fall Festival (10/28):**

Large scale fun held the last school day in October. Children dress in their Halloween costumes and participate in numerous games and activities hosted by the PTA. This is a big event and we need many volunteers to make it a success. Volunteers are needed to...

- set up
- run games
- sell food and drinks
- run prize booth
- clean up

### **Winter Fundraiser (December TBD):**

Our most important fundraiser and a wonderful night of fun! This is an adult-only event with delicious food, drinks, live music, a raffle and silent and live auction. Volunteers are extremely important for this event. Volunteers are needed to...

- get business sponsors
- get donated raffle items
- take the lead on your “class basket” to be auctioned
- help with the planning of the event
- set up
- clean up
- most importantly, buy a ticket for yourself and a friend and BID, BID, BID!

### **Gardening (Year-round participation):**

TLC has a lovely vegetable and herb garden that needs minimal, but consistent attention. We would love to have volunteers to help support tending and caring for those plants.

### **Scholastic Book Fairs (Main: 2/25-3/4; TLC: 3/23-3/29):**

The Library hosts a Barnes & Noble Book Fair in the fall and a Scholastic Book Fair at each campus in the spring. All money raised directly supports the libraries and literacy programs at both campuses. Volunteers are needed to...

- help with advertising
- coordinate talent night performances (Barnes & Noble only)
- help with Book Fair family night (Scholastic only (Main))
- set up (Scholastic only)
- clean up (Scholastic only)
- work at the cash register (Scholastic only)

### **Earth Day (4/22):**

A happy and magical day at both campuses with children planting flowers. Volunteers are needed...to help children plant!

### **Spring Fundraiser:**

A spring fundraiser will be held if necessary to reach our fundraising goals.

### **Teacher Appreciation (date TBD in May):**

A pot luck luncheon put on and served by our parents to thank our wonderful teachers and staff. Volunteers are needed to...

- contribute food, flowers, drinks
- set up luncheon
- supervise children
- serve food
- clean up

### **End of Year Picnic (6/16):**

A happy celebration for our families, teachers, and administration the last week of school. Volunteers are needed to...

- set up
- serve food
- clean up

This form can also be found on the Brookfield website.