

# COUGAR RIDGE VOLUNTEER OPPORTUNITIES

2009-2010



The PTSA is soliciting volunteers for the 2009-2010 school year. Many volunteer opportunities are available, from one-time events to ongoing activities. There are both daytime and evening opportunities. Please indicate your areas of interest below or contact Elizabeth McIntyre, VP of Volunteers, at 425-614-3513 or [elizabethmcintyre@msn.com](mailto:elizabethmcintyre@msn.com). Volunteers contribute to the many wonderful programs and activities that benefit all of the children at Cougar Ridge.

Please refer to the *Cougar Ridge School Handbook* on the PTSA website, [www.cougarridgeptsa.org](http://www.cougarridgeptsa.org) for specific descriptions of the opportunities below. Brief descriptions for most of the committees are provided on the back of this page.

## PTSA COMMITTEES

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> AS NEEDED Basis                     | <input type="checkbox"/> Fall Staff Luncheon (Fall 2010)             | <input type="checkbox"/> School Beautification        |
| <input type="checkbox"/> Art Fair                            | <input type="checkbox"/> Financial Review                            | <input type="checkbox"/> Science Fair                 |
| <input type="checkbox"/> Assemblies                          | <input type="checkbox"/> Gift-a-Book                                 | <input type="checkbox"/> Skating Parties              |
| <input type="checkbox"/> Auction (Spring 2010)               | <input type="checkbox"/> Grant Writing                               | <input type="checkbox"/> Special Events               |
| <input type="checkbox"/> Awards                              | <input type="checkbox"/> Hospitality/ Baking                         | <input type="checkbox"/> Field Day                    |
| <input type="checkbox"/> Back to School Social (Fall 2010)   | <input type="checkbox"/> Humanitarian Programs (see Student Council) | <input type="checkbox"/> Health Screening             |
| <input type="checkbox"/> Book Fair                           | <input type="checkbox"/> Issaquah Schools Foundation (ISF)           | <input type="checkbox"/> Kindergarten Roundup         |
| <input type="checkbox"/> Caring Through Sharing              | <input type="checkbox"/> Language Liaison                            | <input type="checkbox"/> School Photos (Fall 2009)    |
| <input type="checkbox"/> Classroom Support Coordinator       | <input type="checkbox"/> Legislation                                 | <input type="checkbox"/> Turn Off Screen Week         |
| <input type="checkbox"/> Library                             | <input type="checkbox"/> Math Club                                   | <input type="checkbox"/> Special Services Liaison     |
| <input type="checkbox"/> Community Advisory Site             | <input type="checkbox"/> Membership                                  | <input type="checkbox"/> Spirit Wear                  |
| <input type="checkbox"/> Council Representative (CASC)       | <input type="checkbox"/> Monthly Birthdays                           | <input type="checkbox"/> Spooky Spaghetti Fall Social |
| <input type="checkbox"/> Connections                         | <input type="checkbox"/> Newcomers                                   | <input type="checkbox"/> Spring Open House            |
| <input type="checkbox"/> Corporate Rebates                   | <input type="checkbox"/> Newsletter                                  | <input type="checkbox"/> Staff Appreciation Week      |
| <input type="checkbox"/> Cultural Exchange Night (Fall 2010) | <input type="checkbox"/> Opening Day Packets (Fall 2010)             | <input type="checkbox"/> Student Council Advisors     |
| <input type="checkbox"/> Database Assistance                 | <input type="checkbox"/> Parent Education                            | <input type="checkbox"/> Humanitarian Programs        |
| <input type="checkbox"/> Destination Imagination             | <input type="checkbox"/> Reflections                                 | <input type="checkbox"/> Student Directory            |
| <input type="checkbox"/> Fall Fundraiser                     |  | <input type="checkbox"/> Webmaster Assistance         |
|  |  | <input type="checkbox"/> Yearbook                     |
|  |  | <input type="checkbox"/> Yearbook Sales               |

## VOLUNTEER INFORMATION

Name \_\_\_\_\_ Child's Name(s) \_\_\_\_\_

Phone Number ( \_\_\_\_\_ ) \_\_\_\_\_ e-mail \_\_\_\_\_

\_\_\_ I'm available during the daytime. \_\_\_ I'm available during the evening.

Comments \_\_\_\_\_

Please e-mail me important legislative updates and action alerts regarding children's issues!

**Art Fair** - Assist with the Spring Open House/Art Fair in areas of display and student recognition.

**Assemblies** - Assist with assemblies during the school day.

**Auction** - Assist the Auction Committee chairs with a variety of jobs as needed before, during and after the auction.

**Awards** - Assist Awards chairperson in generating and overseeing awards and recognition for Cougar Ridge and members of its community which includes the Golden Acorn award.

**Back to School Fall Social** - Volunteers are needed in September to set-up, distribute food and clean-up.

**Book Fair** - 20 to 30 volunteers are needed for annual book fair to help with publicity, set up, cashier and take down.

**Caring Through Sharing** - Holiday gift program for underprivileged families. Volunteers are needed to help with planning, setting up the hall display, organizing and delivering the donations.

**Connections** - Ongoing appreciation for the Cougar Ridge staff is expressed by providing treats and signs in the staff room.

**Corporate Rebates** - PTSA involvement in Corporate Affinity programs supported by the PTSA.

**Cultural Exchange Night** - Volunteers are needed to gather groups of parents to represent a country or ethnic culture.

**Database Assistance** - Helps the Database Administrator with the maintenance of the database as needed.

**Destination Imagination** - A regional program designed to help children develop self-confidence and learn to think creatively by solving problems in a team setting. One to two volunteer coaches are needed to lead each group; no experience needed.

**Fall Fundraiser** - Volunteers are needed in September to organize and distribute the sales packets to students and to organize and distribute orders in October.

**Financial Review** - Three to five volunteers are needed to audit the PTSA financial records twice a year.

**Language Liaison** - Cougar Ridge bi-lingual parent volunteers serve as language liaisons, providing translation services (spoken and written) in Korean, Chinese, and Japanese.

**Math Club** - A team math competition program, preparing students for a regional tournament in the Spring. The committee is responsible for student instruction in math, team formation, and coordinating teams' entries into the regional competition.

**Membership** - Volunteers are needed to help with distribution of PTSA directories.

**Newcomers** - Provides community and neighborhood information to new Cougar Ridge families and hosts Newcomer welcome events in the fall.

**Newsletter** - Produce a monthly 2 – 4 page newsletter that highlights PTSA events and decisions and offers information to members. Attend monthly PTSA board meetings and work with chairs to write timely and interesting articles.

**Monthly Birthdays** - Children's birthdays are celebrated monthly in the lunchroom. Volunteers are needed to bake cupcakes and to setup and decorate the birthday table.

**Reflections** - The WA State PTA sponsors a state-wide arts education contest in the Fall. Volunteers are needed to distribute info, display entries, identify judges and organize a reception for participants.

**Science Fair** - Volunteers are needed to publicize the event, record entries, set-up, distribute awards and clean-up.

**Skating Parties** - Volunteers are needed to help the Fall and Spring skating parties.

#### **Special Events:**

**Field Day** - Many volunteers are needed in the spring to assist and supervise in the field, order ribbons and arrange refreshments.

**Health Screening** - Many volunteers are needed to assist with the vision and hearing tests in the fall.

**School Photos** - Volunteers work with staff and photographers on day of individual and class photos.

**Turn Off Screen Week** - Volunteers help promote, coordinate and distribute certificates to participants.

**Special Services Liaison** - Provides communication between LRC and PTSA.

**Spirit wear** - Volunteers implement the promotion, sales, ordering and distribution of Cougar Ridge spirit wear.

**Spooky Spaghetti Fall Social**—Dads needed to cook/serve/etc. at our new, fun, family dinner in October.

**Spring Open House** - Volunteers generate ideas, organize and assist during the event.

**Staff Appreciation Week** - A week in the Spring is devoted to honoring our multi-talented staff at Cougar Ridge.

Volunteers are needed to generate ideas and implementing the activities. Time commitment can vary and areas of need include decorations, luncheon planning, gift making and supply shopping.

**Student Council Advisors** - Volunteers are needed to provide help and guidance for various student subcommittees.

**Student Directory** - Volunteers assist with design, editing, proofreading, printing and distribution of yearly directory.

**Yearbook** - Volunteers are needed to photograph school and grade-level activities throughout the year, help with photo layout and paste-up.

**Yearbook Sales**-Volunteers are needed to assist with getting sales envelopes ready, sorting and distributing yearbooks.