

# COUGAR RIDGE VOLUNTEER OPPORTUNITIES

2005-2006



The PTSA is soliciting volunteers for the 2005-2006 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 Samantha Fishman, V.P. of Volunteers. 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. For brief descriptions see the back of this page.

## PTSA COMMITTEES

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> AS NEEDED Basis                                       | <input type="checkbox"/> Fall Social Event ( Next Fall-2006)    | <input type="checkbox"/> Skating Parties          |
| <input type="checkbox"/> Affinity Programs                                     | <input type="checkbox"/> Fall Staff Luncheon (Next Fall-2006)   | <input type="checkbox"/> Special Events           |
| <input type="checkbox"/> Art Fair/Resources                                    | <input type="checkbox"/> Gift-a-Book                            | <input type="checkbox"/> Field Day                |
| <input type="checkbox"/> Assemblies  | <input type="checkbox"/> Grant Writing                          | <input type="checkbox"/> Health Screening         |
| <input type="checkbox"/> Auction   | <input type="checkbox"/> Hospitality                            | <input type="checkbox"/> Kindergarten Roundup     |
| <input type="checkbox"/> Audit   | <input type="checkbox"/> Humanitarian Programs                  | <input type="checkbox"/> National Library Week    |
| <input type="checkbox"/> Awards  | <input type="checkbox"/> Issaquah Schools Foundation (ISF)      | <input type="checkbox"/> Safety Programs          |
| <input type="checkbox"/> Baking (Hospitality Committee)                        | <input type="checkbox"/> Legislation                            | <input type="checkbox"/> School Photos            |
| <input type="checkbox"/> Book Fair   | <input type="checkbox"/> Logowear                               | <input type="checkbox"/> Turn Off the TV Week     |
| <input type="checkbox"/> Caring Through Sharing                                | <input type="checkbox"/> Membership                             | <input type="checkbox"/> Special Services Liaison |
| <input type="checkbox"/> Classroom Support Coordinator                         | <input type="checkbox"/> Monthly Birthdays                      | <input type="checkbox"/> Spring Open House        |
| <input type="checkbox"/> Community Advisory Site Council Representative (CASC) | <input type="checkbox"/> Newcomers                              | <input type="checkbox"/> Staff Appreciation Week  |
| <input type="checkbox"/> Connections   | <input type="checkbox"/> Newsletter ( <i>The Outlook</i> )      | <input type="checkbox"/> Student Banking          |
| <input type="checkbox"/> Database Assistance                                   | <input type="checkbox"/> Opening Day Packets (Next Fall - 2005) | <input type="checkbox"/> Student Council Advisors |
| <input type="checkbox"/> Destination Imagination                               | <input type="checkbox"/> Parent Education                       | <input type="checkbox"/> Student Directory        |
| <input type="checkbox"/> Emergency Prep./Phone Tree                            | <input type="checkbox"/> Reflections                            | <input type="checkbox"/> Webmaster Assistance     |
| <input type="checkbox"/> Emergency Phone Tree Caller                           | <input type="checkbox"/> School Beautification                  | <input type="checkbox"/> Yearbook                 |
| <input type="checkbox"/> Fall Fundraiser/Gift Wrap                             | <input type="checkbox"/> Science Fair/Kits                      | <input type="checkbox"/> Yearbook Sales           |

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

## VOLUNTEER INFORMATION

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

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

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

Comments \_\_\_\_\_

Over

# COUGAR RIDGE Volunteer Opportunity Descriptions

**Affinity Programs**– PTSA involvement in Corporate Affinity programs supported by the PTSA.

**Art Fair/Resources**– Assist with the Spring Open House/Art Fair in areas of display & 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.

**Audit**-Three to five volunteers are needed to audit the PTSA financial records once or twice a year.

**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.

**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 needed 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.

**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. 1-2 volunteer coaches are needed to lead each group; no experience needed.

**Emergency Preparedness/Phone Tree**-3 to 4 volunteers are needed for each classroom for Emergency Phone Tree calling, and checking and replenishing emergency supplies.

**Fall Fundraiser/Gift Wrap**-Volunteers are needed in September to organize and distribute the sales packets to students and to organize and distribute gift wrap in October.

**Fall Social Event**-Volunteers are needed in September to sell tickets, set-up, distribute food and clean-up.

**Logowear**-Volunteers implement the promotion, sales, ordering and distribution of Cougar Ridge logowear.

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

**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. .

**National Library Week**– Volunteers work with library specialist to consider possibilities for this Spring event.

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

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

**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 Banking**-Volunteers are needed every Thurs. from 8:00-9:00 a.m. to process deposits, count money and record information.

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