

Volunteer Sign-Up Form 2011 – 2012

In order to provide services and opportunities for the Immanuel students, volunteers are definitely needed. Not only does volunteering provide a valuable service to the school, but it also strengthens our school community, as parents get to know the students, staff, and each other.

Please take the time and give honest consideration to the ways in which you might be able to serve. While some items are done during the day, there are plenty of opportunities to volunteer during evenings and weekends for those who work. We truly need the support of each and every family! Regardless of your response, 100% return of these forms would be appreciated, so that we know that no one was overlooked. This form can be returned at the orientation session or the first day of school.

All staff and volunteers who deal with children one to one or in a small group setting (i.e. recess duty, library work, coach, classroom assistant, field trip driver or helper) will need to complete a form for a background check if you have not already done so. The cost for each background check is \$7.00 and will need to be completed only once. If you think you will be helping in any setting with children this year, we will need you to fill out a form for submittal at the start of the year. We appreciate your support in the safety of our children.

Family Name _____ **Phone** _____

Volunteer Opportunity	Name of Person Volunteering	Other Information (check applicable information or insert comments)
School Day Assistance		
Teacher Aid / Office Assistance —In the morning, items are left in the work room / office to be completed, such as grading papers, making copies, laminating, or other office work. Clear directions are provided. The time commitment varies from 30 minutes to a few hours.		<input type="checkbox"/> Mon ___ Once a week <input type="checkbox"/> Tues <input type="checkbox"/> Wed ___ Once a month <input type="checkbox"/> Thu <input type="checkbox"/> Fri ___ More often
Lunchroom Helper —Assist in the lunchroom from 10:30 a.m. to 1:30 p.m., helping put lunch trays in the dishwasher and providing other assistance. This is a <i>vitaly important</i> need in order to be able to serve lunch and keep the lunch prices reasonable.		<input type="checkbox"/> Mon ___ Once a week <input type="checkbox"/> Tues <input type="checkbox"/> Wed ___ Once a month <input type="checkbox"/> Thu <input type="checkbox"/> Fri ___ More often
Recess Duty —Supervise the students in Preschool through 4 th grade while the class is at morning recess. This allows the teachers a break during the morning. The time commitment is from 8:45 to about 10:45 a.m.		<input type="checkbox"/> Mon ___ Once a week <input type="checkbox"/> Tues <input type="checkbox"/> Wed ___ Once a month <input type="checkbox"/> Thu <input type="checkbox"/> Fri ___ More often
Library Worker —Collect library books from students, help students check out books and keep the library in order. Library time is once a week on Tuesday mornings from 8:00 a.m. until 11:00 a.m.		<input type="checkbox"/> Every week <input type="checkbox"/> Once a month

Volunteer Opportunity	Name of Person Volunteering	Other Information (check applicable information or insert comments)
Other School Assistance		
Coaching Sports —Assist in coaching girls’ volleyball, girls’ basketball or boys’ basketball in 5 th -8 th grades.		<input type="checkbox"/> Girls VB Grade <input type="checkbox"/> Girls BB Preference: <input type="checkbox"/> Boys BB _____
Intramural Basketball —Help with a program to introduce 2 nd through 4 th graders to basketball.		<input type="checkbox"/> Girls BB <input type="checkbox"/> Boys BB
Room Mother/Father —Organize classroom parties and other events at the approval of the teacher.		Grade(s):
School fundraiser —Help with the fall fundraiser (preparing packets and tabulating results).		
Book Fair —Help as cashier on the first Sunday in November and during the following school week.		<input type="checkbox"/> Coordinate the event <input type="checkbox"/> Assist with event
Other Expertise —If you are knowledgeable about a certain area noted and would be willing to share information with the students, please note it.		Expertise:
Board of Education Sub-committees (Meet to provide extra support to the school.)		
School Development —Builds relationships with school supporters and evaluates financial donations.		
School Welfare —Supports school parents & families and teachers, encourages volunteerism and celebrates accomplishments of staff and faculty.		
Vision and Facilities Management —Helps formulate the long term vision for the school, including building and staffing needs.		
Marketing and Public Relations —Coordinates public relations and ways to promote the school through photos and by communicating with area newspapers.		

PTL Volunteer Sign-Up Form for 2011 – 2012

Immanuel Lutheran School's PTL strives to promote close cooperation between parents and teachers to strengthen the school, church and families in Christian love and education. Please consider supporting ILS in this valuable way. Call or email if we can be of any help or if you have ideas for getting involved. Contact Heather Boehner at 636-583-6071 or e-mail at hkboehner@gmail.com.

Family Name _____ **Phone** _____

Volunteer Opportunity	Name of Person Volunteering	Other Information (check applicable information or insert comments)
Apple Butter Cook —Doubles as a social event and the primary PTL fundraiser; requires large amounts of help. Event – September 21 st – 24 th , 2011		<input type="checkbox"/> Coordinate the event <input type="checkbox"/> Assist with event
Fall Fun Day —Assist with the leading of student games and activities during this school day event. Event – October 21 st , 2011		<input type="checkbox"/> Assist with event
Trunk or Treat Fall Festival —Assist with activities as we open up ILS to the community for Halloween fun. Event – October 28 th , 2011		<input type="checkbox"/> Assist with event
Family Night: Reading Night —Plan for reading night activities, recruit readers, or volunteer to read yourself. Event – November 7 th , 2011		<input type="checkbox"/> Coordinate the event <input type="checkbox"/> Assist with event
Teacher Appreciation Luncheons —Supervise a lunch and recess period as teachers enjoy a PTL provided lunch. Events – December 16 th , 2011 and May 9 th , 2012		<input type="checkbox"/> Coordinate the event(s) <input type="checkbox"/> Assist with event
Dinner and a Movie Event —Coordinate a PTL potluck dinner and choose a movie to be shown in the gym. Event – February 24 th , 2012		<input type="checkbox"/> Coordinate the event <input type="checkbox"/> Assist with event
Easter Egg Hunt — Plan for an afternoon of family activities, including an Easter Egg Hunt. Event – To Be Determined		
Teacher Appreciation Week — Plan for activities and various ways to thank our staff and teachers. Event – May 7 th – 11 th		<input type="checkbox"/> Coordinate the event <input type="checkbox"/> Assist with event

Immanuel Lutheran PTL

Immanuel's PTL strives to promote close cooperation between parents and teachers to strengthen the school, church and families in Christian love and education. Our goals are to:

- Provide socialization opportunities for ILS school families and teachers.
- Support the ILS faculty and staff.
- Promote school spirit.
- Offer child/family enrichment educational offerings.

2011 – 2012 PTL Board

President: Heather Boehner

Vice-President/President-Elect: Jamie Puetz

Secretary: Ann Loesing

Treasurer: Shelly Steele

Teacher Representative: Sarah Delleart



2011 – 2012 PTL Events

September 21st – 24th, 2011
Apple Butter Cook

September 28th, 2011
Pack the Place Volleyball Game

October 5th, 2011
PTL Business Meeting

October 21st, 2011
Fall Fun Day

October 28th, 2011
Trunk or Treat

November 7th, 2011
Family Reading Night

December 16th, 2011
Christmas Staff Appreciation Luncheon

January 27th, 2012
Pack the Place Basketball Game

February 24th, 2012
Dinner and a Movie

April 2012
Easter Egg Hunt

May 7th – 11th, 2012
Staff Appreciation Week

May 9th, 2012
Staff Appreciation Luncheon