



Volunteer Sheet

This is the list of Middle School/High School Home and School Association committees for the 2015-16 school year. Please volunteer and become involved with the students' activities. A brief description of each committee follows.

To volunteer, fill in the appropriate blanks and click on or check the box next to the committee name of the activity or activities that interest(s) you. Please save a copy of the completed form for your records, then email the completed form to Angela Vila at njvilas@optonline.net.

Member Information

Parent's Name	Student's Name	Grade
Telephone Number	Student's Name	Grade
E-mail Address	Student's Name	Grade
	Student's Name	Grade

Committees (check all that apply)

MIDDLE SCHOOL / HIGH SCHOOL COMMITTEES	MIDDLE SCHOOL COMMITTEES
Bagel/Smoothie King Day	Box Tops for Education
Chips/Webmaster	Fall/Spring Fling
Handbook	Dance Chaperones
Holiday Party for Staff	Eighth Grade Pool Party
Membership	Eighth Grade Yearbook Party
New Family Liaison	High School Back-to-School Night
Nominating Committee	Middle School Store
One-Shot Deal	Sixth Grade Ice Cream Social
Robert Ax Awards	Spirit Wear
Staff Appreciation Day	
Welcome Back Luncheon for Staff	
Wish List	
	HIGH SCHOOL COMMITTEES
	Freshman Orientation Luncheon
	High School Academic Awards
	Homecoming Chaperones
	Middle School Back-to-School Night
	Senior Yearbook Party
	Grad Ball Liaison

Comments



Committee Descriptions

MIDDLE SCHOOL / HIGH SCHOOL COMMITTEES

CHIPS: Help obtain and organize newsletter content, edit copy, maintain e-mail distribution lists and send messages, and update newsletter Web site.

BAGEL DAY: Hand out bagels on Early Dismissal days during the lunch periods. Chairperson is responsible for distributing order forms, placing bagel order and picking up the bagels and beverages.

HANDBOOK: Coordinate information for the MS/HS HSA, student, faculty, and staff listings for the Federated HSA Handbook, and distribute handbooks. (Fall)

HOLIDAY PARTY FOR STAFF: Organize, set up, and serve light refreshments for staff. (December)

MEMBERSHIP: Arrange collection of annual dues from MS/HS parents and staff. (Fall)

NEW FAMILY LIAISON: Obtain names of new families from school on monthly basis and send them a welcome letter.

NOMINATING COMMITTEE: Accept and recommend annual nominations for HSA executive board. (Spring)

ONE-SHOT DEAL: One or two opportunities for you to help if you can. We will call you when there is a need to see if you're available to help. If you're not, we'll try you again another time.

ROBERT AX AWARDS: Organize, set up, and serve light refreshments for HSA/teacher association staff-recognition event. (May/June)

STAFF APPRECIATION DAY: Organize, set up, and serve light breakfast for staff. (May)

WELCOME BACK LUNCHEON FOR STAFF: Organize, set up, and prepare luncheon for staff.

WISH LIST: Collect, coordinate, evaluate with administrators and MS/HS HSA executive board, and process staff requests or "wishes" for events/materials/supplies. (Beginning January)

BAGEL/SMOOTHIE DAY: Hand out bagels on Early Dismissal days during the lunch periods. Chairperson is responsible for placing bagel order and picking up the bagels and beverages. And arranging the sale of Smoothie King with the store.

MIDDLE SCHOOL COMMITTEES

BOX TOPS FOR EDUCATION: Collect, organize, and submit Box Tops for Education logos for cash rebates.

DANCE CHAPERONES: Secure parent chaperones.

EIGHTH GRADE POOL PARTY: Secure date, organize, and provide chaperones for annual event. (June)

EIGHTH GRADE YEARBOOK PARTY: Coordinate event with and assist staff coordinator; serve refreshments on day yearbooks are distributed. (June)

HIGH SCHOOL BACK-TO-SCHOOL NIGHT: Provide light refreshments the evening of High School Back-to-School Night. (Fall)

MIDDLE SCHOOL FALL/SPRING FLING: Secure parent chaperones and assist staff coordinator for events.

MIDDLE SCHOOL STORE: Parents are needed to supervise the store and students. Store is open after school 2 or 3 days per week and sells snacks. Chairperson is responsible for buying snacks and beverages and coordinating the volunteers. The money raised is used for 8th Grade Pool Party.

SIXTH GRADE ICE CREAM SOCIAL: An after school event in the early fall to bring together all the sixth graders. Parents are needed to scoop ice cream. No meetings necessary!

SPIRIT WEAR: Coordinate orders for middle school apparel, and deliver orders when completed.

HIGH SCHOOL COMMITTEES

FRESHMAN ORIENTATION LUNCHEON: Organize and host lunch for freshmen the day before school starts.

HIGH SCHOOL ACADEMIC AWARDS: Parents of juniors volunteer, organize, set up, and serve light refreshments after the awards assembly. (June)

HOMECOMING CHAPERONES: Secure parent chaperones.

MIDDLE SCHOOL BACK-TO-SCHOOL NIGHT: Provide light refreshments the evening of Middle School Back-to-School Night. (Fall)

SENIOR YEARBOOK PARTY: Coordinate event with and assist staff coordinator; serve refreshments on day yearbooks are distributed. (June)