PTO Volunteer Descriptions-Volunteer Positions with Day & Evening Options:

Celebration of Clovers Committee: helps plan carnival style event held in the Spring; could include ordering prizes, planning games, creating flyers

Family Breakfast Committee: helps plan the Family Breakfast; typically held in the second half of the year

Family Game Night Committee: helps plan Family Game Night; typically held in January; games and refreshments

Flower Sale Committee: helps plan Fall Mum sale and Spring Flower sale

Friendship Guide Committee: helps create the OSE Friendship Guide (a resource for OSE families with school/student information); planning begins over the summer and finishes by end of September; could include obtaining business advertisements, data entry, binding guides for distribution to families

Grant Writer(s): look for/write applications for grants that result in OSE receiving funds for programs/activities

Holiday Shoppe Committee: plan/prepare for Holiday Shoppe (in Dec) and Mother’s/Father’s Day Boutique (in May) for students to buy gifts for family; planning and purchasing usually begin in August/September

Hospitality Committee; helps plan and serve refreshments at grade level musicals (4 events a year)

Ice Cream Social Committee: help plan/prepare for ice cream social (in August); could include buying, scooping, serving

Landscaping Committee: helps with landscaping needs

Monster Mash Committee: help plan Monster Mash Dance in Oct; could include booking DJ, decorating, selling tickets

Spirit wear Committee: help plan and organize sale; distribute spirit wear

Spirit Week Committee: choose themes for Spirit Week (for example: crazy hat day), send home flyer with theme information; Spirit Week usually occurs in September

Staff Appreciation Committee: help plan/purchase/bake/set up for staff appreciation in Aug, Oct, Feb, May

Tie-Dye Shirts Committee: help plan, prepare and run tie dye shirt activity at the Ice Cream Social in August

PTO Volunteer Descriptions –Daytime Volunteer Positions:

Publishing Shop Committee: help students bind their books in Publishing Shop; usually once a week

School Store Committee: volunteer at the school store on Tuesdays during lunch periods

Holiday Shoppe Attendant: assist students that are buying gifts for family and friends. Held during the lunch periods.



OSE PTO Volunteer Form

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Students at OSE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_Celebration of Clovers Committee

\_\_\_\_\_Family Breakfast Committee

\_\_\_\_\_Family Game Night Committee

\_\_\_\_\_Flower Sale Committee

\_\_\_\_\_Friendship Guide Committee

\_\_\_\_\_Grant Writer(s)

\_\_\_\_\_Holiday Shoppe Committee

\_\_\_\_\_Hospitality Committee

\_\_\_\_\_Ice Cream Social Committee

\_\_\_\_\_Landscaping Committee

\_\_\_\_\_Monster Mash Committee

\_\_\_\_\_Mother’s Day/Father’s Boutique

\_\_\_\_\_Publishing Shop Committee

\_\_\_\_\_School Store Committee

\_\_\_\_\_Spirit Wear Committee

\_\_\_\_\_Spirit Week Committee

\_\_\_\_\_Staff Appreciation Committee

\_\_\_\_\_Tie-Dye Shirts Committee

Thank you for getting involved in your school!