

# Northside Drive Baptist Church Preschool

## Volunteer Opportunities

2009-2010

Below is a list of events and committees for which volunteers are needed. Descriptions of these can be found on the following pages. Please indicate your preferences and return to the preschool office. All of the positions listed are open to moms and dads (please indicate if it is a dad volunteering so we know who to contact). You will be contacted as the event date approaches. If you have any questions, please contact the preschool office. Come learn about the volunteer opportunities at the Volunteer Kickoff Breakfast on September 9!

Child's Name \_\_\_\_\_ Class/Teacher \_\_\_\_\_

Mother's Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Father's Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

### GENERAL

\_\_\_\_\_ Room Parent      \_\_\_\_\_ Teacher Appreciation Committee      \_\_\_\_\_ Baking Committee

\_\_\_\_\_ General Office Work      \_\_\_\_\_ Substitute Teacher (Paid)

### FUNDRAISING (Circle)

Scholastic Book Orders NDBP School Fundraising      Cookbook & School Merchandise Sales  
Coordinator / Volunteer      Coordinator / Volunteer      Coordinator / Volunteer

Angel Tree/Christmas Community Fundraiser (December)      St. Jude's Trike-a-Thon (3/15-3/19)  
Coordinator / Volunteer      Coordinator / Volunteer

### SCHOOL-WIDE HOLIDAY EVENTS (Circle)

Halloween Parade (10/30)      Thanksgiving Feast (11/20)  
Coordinator / Volunteer      Coordinator / Volunteer

Christmas Pageant Stage Setup (Week of 12/11)      Sweetheart Dance (2/12)  
Coordinator / Volunteer      Coordinator / Volunteer

Dad's Day (3/25, 3/26)      Easter Egg Hunt (4/2)      Spring Fling (5/7)  
Coordinator / Volunteer      Coordinator / Volunteer      Coordinator / Volunteer

*The children and staff are very grateful for your support!*

## Northside Drive Baptist Church Preschool

### Volunteer Information

2009-2010

We are so excited to be preparing for another great year here at NDBC! We are grateful to have you and your child (or children) as part of our family. We have lots of fun events planned for the year, but we need your help to make them all happen. Below you can find descriptions of the various events and opportunities. Please know how fun it is to be here for these special activities and to see your child enjoying them with their friends. Your child will love seeing Mommy or Daddy at school!

#### GENERAL

**Room Parent:** A Room Parent is a vital link between the parents of the children in the class and the teachers and school administration. A Room Parent ensures consistent communication through weekly emails to the parents, handles money collection, and coordinates mystery reader and film developing sign-ups. The Room Parent is expected to attend Room Parent meetings on Sept. 9, Jan. 8 and Apr. 1. The Room Parent is asked to reach out to any new families of the class within the first 2-3 weeks of school to welcome them and check in. The Room Parent also checks in with the teachers to see if they can assist with anything in the classroom. If you want to be involved in your child's class and become well acquainted with the teachers, administration and other moms and dads, please sign up to be a Room Parent. There will be two Room Parents per class, with responsibilities above divided.

**Teacher Appreciation Committee:** Teacher appreciation week is April 19-23. Volunteers are needed to help before and during the event. This event is always a surprise for our staff, so details will follow.

**General Office Work:** There is always a lot going on in the office where an extra set of hands would be so...well, handy! From helping with the monthly newsletter to making copies, we have something for everyone.

**Substitute Teacher (Paid):** If you are available and interested in working in a classroom setting as a paid substitute teacher, please be sure to let us know. Pay rate is \$65 per day. Your child(ren) will love seeing you in the school!

**Baking Committee:** From baking cookies to be shared at our Christmas Pageant to sharing treats that can be found in our school cookbook, the NEW Baking Committee is where it's at this year! Sign up if you love to bake and sample delicious desserts.

#### FUNDRAISING

**Scholastic Book Orders:** Scholastic Book Clubs are the easiest and most affordable way to find and order the books kids love. Prices can't be beat and ordering from Scholastic will help provide free books and materials for your child's classroom. Volunteers are needed to help sort and staple the book order forms, sort book orders and distribute them to the classrooms.

**NDBP School Fundraising:** We approach fundraising as part of our mission to serve, both our children's school and the community in which we live. Through several new fundraisers planned for the year, we seek to raise money to enhance our children's school programs. Fundraising is one way our school comes together to have fun and to make a difference. If you are willing to serve as a coordinator or volunteer for a fundraiser for our school, please let us know. Exciting, new fundraisers are being planned for the school year and parent participation is the key to their success!

**Cookbook and School Merchandise Sales:** Our school published a wonderful cookbook entitled, *The (Not So) Secret Recipes of Northside Baptist Preschool*, a tasty collection of our families' best and beloved recipes. Each book makes a wonderful gift and is a treasure both in and out of the kitchen. We also have super cool school t-shirts and sweatshirts our kids love to wear on Spirit Days and every day. These fun-draisers are a great way to meet people and share your school spirit at school events. We need volunteers to both coordinate and assist with these efforts.

**Angel Tree / Christmas Community Fundraiser:** It is a beloved school tradition at the holidays for school families to select an "angel" from the Angel Tree. Each angel tag has a gift wish for a specific child in need. Parents are encouraged to shop with their children for the angel they have chosen. It's a wonderful way to share with your child the real gift of the season of giving. We need volunteers to coordinate and assist with this event.

**St. Jude's Trike-A-Thon (Mar 15-19, race days Mar 18 & 19):** Trike-A-Thon is a special program developed for early childhood educators and childcare centers to teach children riding safety tips while helping to continue St. Jude's efforts of eradicating childhood catastrophic diseases. The program is a week-long activity involving young children, their parents and teachers. Trike-A-Thon introduces key concepts of riding safety, and concludes with a fun-filled event where the participants bring their riding toys from home and show off the skills they have learned in a race! Everyone gets a gold medal for participating. Volunteers are needed to help collect fundraising packets, collect and stage bikes on race day, help setup, check permission slips, assist with the race and directing the children through the course. It's adorable!

### **SCHOOL-WIDE HOLIDAY EVENTS**

**Volunteer vs. Coordinator:** Another way to be a part of your child's preschool experience is to volunteer to help out at one of our special events during the year. For each event, we need several volunteers and a coordinator to help organize the other volunteers. The coordinator will be responsible for working with the Parents Council Events Chair to develop an Event Plan which details everything from the date and time to the location, food, entertainment and safety considerations. The coordinator will be responsible for contacting and coordinating volunteers, planning and executing the event (with the help of all the volunteers.) We have been putting on these events for many years so there is a LOT to build on and a lot of support from the preschool staff. Being a coordinator is a great way to meet a lot of people and get involved with the school.

**Halloween Parade & Party (Oct 30)** - Children are invited to bring their costumes to school and partake in an adorable parade around the parking lot. They also go trick-or-treating, participate in craft stations, pumpkin decorating and a hay ride. We will need volunteers to help stuff treat bags, setup, help the children dress, hand out candy, monitor traffic in the parking lot and clean up.

**Thanksgiving Feast (Nov 20)** - On the Friday before Thanksgiving Break, we have a school-wide feast. It is cute to see your little pilgrim sharing in fellowship during this time of thanks. Each class is assigned a food item to bring in the morning and then our volunteers prepare and serve the feast. We need help receiving food in the morning, slicing food and arranging plates, setting up, serving and cleaning up. We ask our volunteers to sign up for shifts for this event.

**Christmas Pageant (Dec 11)** - A not to be missed event! The miracle of Christmas story will be told by our pre-k children. Each class has a special part in this extraordinary event full of cheer and songs (from Angels and Christmas trees to sheep and Sheppards). The pageant is followed by cookies with Santa, who greets the children, listens to their 'wish lists' and pauses for photos. We need volunteers to help set up and clean up. This is a great opportunity for Dads because we need strong muscles to help with the set! Helping with the set would occur the week of the pageant.

**Sweetheart Dance (Feb 12)** - Each year for Valentine's Day, we have an after-lunch dance for the children and their parents. It's adorable to see everyone dancing to old favorites and learning a few new steps too. We need volunteers to help decorate, assist during the dance and clean up.

**Dad's Day (Mar 25/26)** - This is a great event put on for Dad's to come to the school in a fun and informal setting to have donuts with their child(ren). Volunteers (not Dads!) are needed to help setup, greet, work at a craft station and cleanup.

**Easter Egg Hunt (Apr 2)** - We have a traditional outdoor Easter Egg Hunt for the children. The Easter Bunny himself "hops" by for some photos. We need volunteers to stuff and hide eggs, decorate and monitor traffic in the parking lot.

**Spring Fling (May 7)** - This is our biggest event of the year! Spring Fling is a school wide carnival. The children love it! We need all kinds help with this - setting up, manning stations, preparing and serving lunch and more. We ask our volunteers to sign up for shifts for this event.

There are lots of other ways you can help out. We love having your input, so if you feel there is a way you want to help, please feel free to drop by the preschool office.