

Volunteers are an important part of the Eagle Family!

In order to make our PTO events a success, we need YOU! Not all volunteer opportunities happen during school hours — there are many behind the scenes tasks that can be done from home or many after school PTO activities. Some opportunities can take as little as 30 minutes!



Fill out this form or scan in the QR code to complete the form online. A volunteer coordinator will reach out to you when spots open up! Email bcsideaglepto@gmail.com with any questions.

FIRST NAME _____ LAST NAME _____

CONTACT NUMBER _____ EMAIL _____

CHILD NAME(S) _____ CHILD GRADE(S) _____

Below is a list of committees and activities for which we anticipate needing volunteer help in the upcoming school year. Please indicate which committees, events, and activities you would like to help with by checking the box next to the selected items.

✓	Program	Description	2024-2025 Dates
	After School Enrichment	This program provides educational enrichment for students. Session runs for approximately 5 weeks and utilizes parent volunteers to support the individual instructors during the 5-week sessions. The Co-Chairs of the committee coordinate the programs that will be offered, administer the necessary paperwork for student sign up, and ensure the programs progress efficiently from week to week.	January and February
	Art Show	Volunteers needed to help coordinate the Art Show event. Parent volunteers are needed for set up/clean up, serving ice cream and other event planning.	June 5 5:30pm-7pm
	Bike & Roll to School Day	Coordinates yearly Bike & Roll to School Day event.	May 7
	Book Fair	A PTO fundraiser allowing students to purchase books and accessories. Parent volunteers are needed throughout the day to assist the children in book selection and check out.	November 5 - November 7
	Box Tops For Education / Retail Fundraising	Volunteers are responsible for collecting and tracking Box Tops as required by the manufacturer. The school earns points which can be redeemed for books and materials. Coordinates Tools for School and other retail opportunities. The committee is responsible for making the school community aware of various opportunities.	Ongoing

	Field Day	Fun activity day at school. Activities are planned for each grade level. Chairperson works with the physical education department to plan activities. Volunteers are also needed to run activities, work at face painting, sno-cone station, etc.	June 20
	Pit Party & Fifth Grade Activities	This committee is responsible for the organization of the PIT party at the Middle School. Volunteers will book a DJ, coordinate food donations, prizes and organize parent volunteers. They are also responsible for choosing and ordering the class gifts. Ideal for 5 th grade parents!	Pit Party - June
	Garden Committee	A committee that is responsible for improving the appearance of the school grounds, as well as maintaining the vegetation sensation garden. Committee chair also organizes school wide planting days and facilitates learning experiences related to the garden.	Ongoing
	Healthy Kids Committee	Volunteer opportunities include delivering items collected during healthy food drives, donating healthy snacks for our events, assisting with other HKC activities, and networking with community resources to plan and enhance our activities.	Ongoing
	Hospitality Committee	Responsible for coordinating and serving refreshments at school functions throughout the year. Some events to be supported by Hospitality are Back to school coffee, Open House, Art show ice cream social. Also responsible for purchasing flowers to be handed out at concerts.	Ongoing
	Krause's Candy Fundraiser	Coordinate annual spring candy and chocolate fundraiser. Committee is responsible for publicizing the fundraiser, distributing paperwork, collecting order forms, and organizing pickup times.	February/March
	Lip Sync	Coordinate Lip Sync show.	February
	Luck of the Irish	Coordinate month long March fundraiser. Responsible for coordinating raffle, weekly prizes, and ticket sales.	March
	Math & Science Nights	A parent/child enrichment program that provides a "laboratory" style format for family members to actually participate in experiments, with learning materials provided for the parent and child both . Volunteers could be used in the development of grade appropriate experiments or as hosts (to assist families with the experiments).	March/April
	Moving On Ceremony	Coordinate food at 5th grade graduation ceremony in June.	June 24
	Fall Plant Sale	Fall (mums) and Spring – Committee is responsible for publicizing the fundraiser, displaying the products, distributing paperwork, collecting order forms, and organizing pickup times.	September Pickup September 27
	Room Parent Coordinator	Each classroom has 1-2 parents that assist the teacher when needed for such events as classroom parties, telephone calls, book orders, etc. Committee chairs solicit and assign room parents as well as maintain a list of grade level parents for PTO use.	Ongoing

	School Directory	Committee assists the VP of Membership in preparing the School Directory. Responsibilities include collecting membership forms, entering parent/student contact information data, and distributing the directory upon receipt from the publisher/printer.	Ongoing
	School Pictures	A PTO service/fundraiser offered to all students. Volunteers are needed for Fall picture day to assist students - 1-to-2-hour time slots – and for Spring Pictures.	Fall: October 17 Retakes: November 19 Spring: March 4
	Science Fair		TBD
	Social Committee	Coordinates twice yearly events. Committee chair is responsible for publicizing the event, coordinating the food, and overseeing the event. Volunteers are needed to assist with the event. Events include Ice Skating at the YMCA, roller-skating after school, Family night at the Albany Devils. Events are rotated yearly.	TBD
	Spooktacular	A PTO social event held the Friday before Halloween. The committee is responsible for publicizing the event, coordinating music, food, arts & crafts, decorations and overseeing the event. Many volunteers are needed to assist with the food, decorations, arts & crafts and with the Haunted House.	October 25 6:00pm-8:00pm
	Spirit Wear Committee	A fundraising committee that sells school themed products, t-shirts, sweatshirts, umbrella's, ect. Committee is responsible for publicizing the fundraiser, displaying the products, distributing paperwork, collecting order forms, and organizing pickup times.	TBD
	Spring Picnic	Held in May. Volunteers publicize and coordinate events.	May 27
	Staff Appreciation Luncheon	PTO sponsors a special luncheon for our teachers and staff members to say thank you. Volunteers needed for planning, set up, serving and cleanup of the event.	May
	Thanksgiving Pie Sale	Committee is responsible for publicizing the fundraiser, distributing paperwork, collecting order forms, and organizing pickup times.	November
	Transportation Brunch	Held in June - The PTO annually sponsors a year-end brunch for our bus drivers to show our appreciation for their time in transporting the children safely to and from school. Volunteers are needed for set-up and clean-up of the brunch.	June
	Fall Family Picnic	Held in September. Volunteers publicize and coordinate events. Traditionally there is a DJ, snacks and 50/50 raffle.	September 27 5:30pm-7:30pm
	Yearbook Committee	Ongoing. A PTO service/fundraiser organized to create and produce an annual yearbook. Committee is responsible for coordinating with the publishing company, collecting pictures, producing a layout, meeting deadlines, and taking orders and distributing yearbooks. <i>Note: It is necessary to sign-in at the Main Office and obtain a volunteer pass for your time at school.</i>	Ongoing

	General Volunteering	Select this option if you are unsure about specific committees, activities, or events, but you would still like to volunteer throughout the year.	Ongoing
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PTO Meeting Schedule 2024-2025

- Thursday, September 19
- Wednesday, October 16
- Wednesday, January 8
- Thursday, February 27
- Monday, April 7
- Wednesday, May 14