



**St. Margaret's Episcopal School  
PARENT TEACHER FELLOWSHIP 2010-2011 VOLUNTEER FORM**

*Volunteer and make a difference! Please indicate your area(s) of interest and return this form to the PTF Volunteer Room in the provided envelope. If you have any questions regarding any of our events or programs, please contact the PTF Office at 661-0108, ext 351. Volunteer at St. Margaret's today or anytime throughout the year! We appreciate and thank you for your support.*

NAME \_\_\_\_\_ EMAIL \_\_\_\_\_  
HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

**Circle Grade for Each Child**    P3    P4    K    1    2    3    4    5    6    7    8    9    10    11    12

| PTF EVENTS  | PTF PROGRAMS & SUPPORT   |                             |                             |                             |                            |                            |  |  |              |                            |                            |                            |                            |                            |                            |               |                            |                            |                            |  |  |  |              |                            |                             |                             |                             |  |  |
|---|--|-----------------------------|-----------------------------|-----------------------------|----------------------------|----------------------------|--|--|--------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|---------------|----------------------------|----------------------------|----------------------------|--|--|--|--------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|--|--|
| <p><input type="checkbox"/> <b>5<sup>th</sup> ANNUAL TARTAN FAMILY ROUNDUP BBQ</b><br/>Saturday, September 11, 2010 - Gateway Field – 4:30 to 7:30 pm<br/>CHAIR: KAREN CARNAHAN<br/><i>Annual BBQ welcoming the SMES community back to school. Volunteers are needed for check-in and/or set-up.</i></p> <p><input type="checkbox"/> <b>WELCOME BACK COFFEE</b><br/>Tuesday, September 14, 2010 – Sillers Hall – 8:00 am<br/>CHAIR: JOYCE LEE &amp; ELAINE PERRY<br/><i>Enjoy breakfast and coffee while learning about PTF activities and school events. Volunteer to work on the committee.</i></p> <p><input type="checkbox"/> <b>TARTAN FAIRE</b><br/>Friday, October 29, 2010 – Gateway Field – Noon to 3:00 pm<br/>CHAIR: JANET MITCHELL<br/><i>Family day with game and food booths and creative activities. Volunteer to work on the committee.</i></p> <p><input type="checkbox"/> <b>BOOK FAIR</b><br/>Tuesday-Thursday, Nov. 30 - Dec. 2, 2010<br/>Sillers Hall – 8:00 am<br/>CHAIR: KAY CLEMENTS<br/><i>Scholastic Book Fair offering books and toys for every age. Volunteer to work the check-out register.</i></p> <p><input type="checkbox"/> <b>TARTAN TROT</b><br/>Date to be Determined<br/>CHAIR: LANCE BLOUNT<br/><i>Booster Club sponsored event for lower school students. Need assistance with distributing t-shirts and set-up.</i></p> <p><input type="checkbox"/> <b>4<sup>th</sup> ANNUAL TREE LIGHTING CEREMONY</b><br/>Sunday, December 5, 2010 – Fountain Courtyard – 6:00 pm<br/>CHAIR: LEE GAMMELL<br/><i>Holiday camaraderie with cocoa, cookies and carols. Volunteer with set-up and/or baking four dozen homemade cookies.</i></p> <p><input type="checkbox"/> <b>FACULTY/STAFF HOLIDAY LUNCHEON</b><br/>Tuesday, December 7, 2010 – Sillers Hall – 11:00 am<br/>CHAIRS: PRISCILA KNOX, SAMANTHA MORIN &amp; KRISTA URSINI<br/><i>A luncheon to honor and celebrate our wonderful faculty &amp; staff. Volunteer to bake homemade desserts.</i></p> <p><input type="checkbox"/> <b>COFFEE HOUSE CABARET</b><br/>Saturday, March 5, 2011 – Sillers Hall – 3:00 pm and 7:00 pm<br/>CHAIR: SUE SHIN<br/><i>An Arts Alliance sponsored event where faculty and students perform in a cabaret atmosphere. Volunteer to work on the committee.</i></p> <p><input type="checkbox"/> <b>ALL-SCHOOL SPRING FUNDRAISER</b><br/>Saturday, March 19, 2011 – St. Regis Resort – 6:00 pm<br/>CHAIR: LISA PAYNE<br/><i>Dinner, dancing and auctions for parents, faculty and SMES friends. Volunteer to work on the committee.</i></p> <p><input type="checkbox"/> <b>LIBRARY LUNCHEON</b><br/>Friday, April 29, 2011 – Location TBD – 11:00 am<br/>CHAIR: TBD<br/><i>Ladies luncheon to help support the Library and our school.</i><br/><input type="checkbox"/> Table Hostess/Decorate a Table    <input type="checkbox"/> Committee Volunteer</p> | <p><input type="checkbox"/> <b>ARTS ALLIANCE</b><br/>CHAIR: LAURIE GIRAND<br/><i>Support the arts at our school! Volunteer to work on the following committees:</i><br/><input type="checkbox"/> Visual Arts    <input type="checkbox"/> Cultural Arts    <input type="checkbox"/> Performing Arts    <input type="checkbox"/> Literary Arts</p> <p><input type="checkbox"/> <b>BOOSTER CLUB</b><br/>CHAIR: TBD<br/><i>Sports banquets, concession stand, and merchandise assistance.</i><br/><input type="checkbox"/> Snack Bar    <input type="checkbox"/> Sports Award Banquets    <input type="checkbox"/> Sell Tartan Merchandise</p> <p><input type="checkbox"/> <b>BULK MAILING PROGRAM</b><br/>CHAIR: KELLY COLLIER<br/><i>Assist with PTF and school mailings for events and programs throughout the school year.</i></p> <p><input type="checkbox"/> <b>HOT LUNCH PROGRAM</b><br/>CHAIR: CHRIS GENCARELLA<br/><i>Help serve hot lunch to our students from 11:00 am to 1:00 pm.</i><br/><input type="checkbox"/> Monday    <input type="checkbox"/> Tuesday    <input type="checkbox"/> Wednesday    <input type="checkbox"/> Thursday    <input type="checkbox"/> Friday<br/><input type="checkbox"/> Weekly    <input type="checkbox"/> Monthly    <input type="checkbox"/> Biweekly    <input type="checkbox"/> Substitute</p> <p><input type="checkbox"/> <b>GRADE LEVEL VOLUNTEERS</b><br/>P/S REF MICHELLE MEEKS    M/S REP DONNA ROBISON<br/>L/S REF BRIGID LANDAU    U/S REP JEANETTE ARBOGAST SHAFFER<br/><i>Assist grade level parents with events throughout the year. Please check the grade level that applies to your student(s):</i></p> <table style="width: 100%; border: none;"> <tr> <td>Preschool</td> <td><input type="checkbox"/> P3</td> <td><input type="checkbox"/> P4</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Lower School</td> <td><input type="checkbox"/> K</td> <td><input type="checkbox"/> 1</td> <td><input type="checkbox"/> 2</td> <td><input type="checkbox"/> 3</td> <td><input type="checkbox"/> 4</td> <td><input type="checkbox"/> 5</td> </tr> <tr> <td>Middle School</td> <td><input type="checkbox"/> 6</td> <td><input type="checkbox"/> 7</td> <td><input type="checkbox"/> 8</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Upper School</td> <td><input type="checkbox"/> 9</td> <td><input type="checkbox"/> 10</td> <td><input type="checkbox"/> 11</td> <td><input type="checkbox"/> 12</td> <td></td> <td></td> </tr> </table> <p><input type="checkbox"/> <b>eSCRIP PROGRAM</b><br/>CHAIR: CAROL LEW<br/><i>Our silent fundraiser where existing grocery cards, debit cards and credit cards earn money for the school. Volunteer to work on the committee.</i></p> <p><input type="checkbox"/> <b>NEW FAMILIES PROGRAM</b><br/>CHAIR: TONI JOSEPHS<br/><i>Be a host family to a new SMES family. Help your assigned new family become familiar with all aspects of the school. Call Chair immediately.<br/>Cell: (949) 643-5297</i></p> <p><input type="checkbox"/> <b>PARENT EDUCATION &amp; PROGRAMS</b><br/>CHAIR: RENEE CARTER<br/><i>Assist with the educational speakers program for parents and the faculty.</i></p> <p><input type="checkbox"/> <b>TECHNOLOGY</b><br/>CHAIR: BRIAR MEWBOURNE<br/><i>Assist with technology for our School/PTF fundraiser events.</i><br/><input type="checkbox"/> Online Auction    <input type="checkbox"/> Auction Data Entry    <input type="checkbox"/> Reservation Data Entry</p> | Preschool                   | <input type="checkbox"/> P3 | <input type="checkbox"/> P4 |                            |                            |  |  | Lower School | <input type="checkbox"/> K | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | <input type="checkbox"/> 5 | Middle School | <input type="checkbox"/> 6 | <input type="checkbox"/> 7 | <input type="checkbox"/> 8 |  |  |  | Upper School | <input type="checkbox"/> 9 | <input type="checkbox"/> 10 | <input type="checkbox"/> 11 | <input type="checkbox"/> 12 |  |  |
| Preschool   | <input type="checkbox"/> P3  | <input type="checkbox"/> P4 |                             |                             |                            |                            |  |  |              |                            |                            |                            |                            |                            |                            |               |                            |                            |                            |  |  |  |              |                            |                             |                             |                             |  |  |
| Lower School  | <input type="checkbox"/> K   | <input type="checkbox"/> 1  | <input type="checkbox"/> 2  | <input type="checkbox"/> 3  | <input type="checkbox"/> 4 | <input type="checkbox"/> 5 |  |  |              |                            |                            |                            |                            |                            |                            |               |                            |                            |                            |  |  |  |              |                            |                             |                             |                             |  |  |
| Middle School   | <input type="checkbox"/> 6   | <input type="checkbox"/> 7  | <input type="checkbox"/> 8  |                             |                            |                            |  |  |              |                            |                            |                            |                            |                            |                            |               |                            |                            |                            |  |  |  |              |                            |                             |                             |                             |  |  |
| Upper School  | <input type="checkbox"/> 9   | <input type="checkbox"/> 10 | <input type="checkbox"/> 11 | <input type="checkbox"/> 12 |                            |                            |  |  |              |                            |                            |                            |                            |                            |                            |               |                            |                            |                            |  |  |  |              |                            |                             |                             |                             |  |  |
| PTF AND ADVANCEMENT OFFICE  |  |                             |                             |                             |                            |                            |  |  |              |                            |                            |                            |                            |                            |                            |               |                            |                            |                            |  |  |  |              |                            |                             |                             |                             |  |  |
| <p><input type="checkbox"/> Offer my residence for the PTF Library Luncheon</p> <p><input type="checkbox"/> Offer my residence for the PTF New/Old Board Brunch</p>   | <p><input type="checkbox"/> Volunteer as an Annual Fund Grade Level Class Captain</p> <p><input type="checkbox"/> Offer my residence for an Annual Fund Event</p>  |                             |                             |                             |                            |                            |  |  |              |                            |                            |                            |                            |                            |                            |               |                            |                            |                            |  |  |  |              |                            |                             |                             |                             |  |  |