

COUNT ON ME FOR THREE –P.T.A. VOLUNTEERING AT BURNING TREE

We hope you'll take this opportunity to get involved and to join other parents in saying, "Count on Me for Three". Whether it's three times a week, a month or a year, you'll be setting an example of volunteerism for our children as well as getting the chance to see them at work and play! Parent volunteers are an essential ingredient of Burning Tree's success. There are a wide range of opportunities for parents to get involved both during and outside of school hours. Please take a moment to look at the list of PTA opportunities below and the descriptions that follow. Check the activities that interest you, and return this form as soon as you can to the school office in an envelope labeled "PTA Volunteer Form." Please note, this is a list of PTA sponsored volunteer activities; there will be other opportunities presented by your teacher and others throughout the year.

Name: _____ Phone: _____ Email: _____

I WANT TO VOLUNTEER FOR:	I WANT TO VOLUNTEER FOR:
In the Classroom:	School Support
PTA Liaison Parent*	Bulletin Board Design
Teacher/Classroom Liaison Parent*	Child Care at PTA Meetings*
Classroom Treasurer	Data Entry for Directory and Handbook*
Halloween Party Coordinator	Health Room Volunteer
Valentine's Day Party Coordinator	Landscape and Grounds Committee*
End of Year Party Coordinator	Lunch Room Aide
	Media Center/Library Volunteer
School Programs:	Photocopying
After School Programs*	Playground Equipment Maintenance
Arts Festival	Playground Monitor
Chess Club*	School Calendar*
Creative Writing Club*	Staff Appreciation Committee
Fifth Grade Farewell*	
FLES (Foreign Language in Elem. Schools)*	Community Service:
International Night*	Mini-Relay for Life
Math Day*	One Thousand Sandwiches for Martha's Table
Newspaper (Ribbit Report)*	Sister School Partnership*
Science Fair*	
Walk to School Day*	Family Programs:
	Back to School Picnic*
Fundraising:	Family-to-Family*
Bingo Night*	Kindergarten Family-to-Family*
Book Fair*	
BTES FUNdraising Parties*	
Plant Sale*	
Sally Foster Gift Wrap*	
School Spirit Shop	
Shop for our School*	
Spring Fair*	

Translation:
Language Assistance*
I speak _____
and I am willing to be listed in the Directory under "Language Assistance."

*These volunteer opportunities require work that can either be accomplished completely outside of school hours or have an aspect of them that can be done outside of school hours.

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Descriptions of PTA Volunteer Opportunities

AFTER SCHOOL PROGRAMS

The PTA sponsors and coordinates after school programs such as theatre workshops, physical education and art classes. Volunteer to help coordinate these enriching programs.

ARTS FESTIVAL

Our annual Arts Festival exhibits student artwork. Parents work with our wonderful art teacher, Mrs. Payne, to make this a great event.

BACK-TO-SCHOOL PICNIC

Help organize Burning Tree's kick-off family activity. The Picnic brings Burning Tree families together early in the fall to renew acquaintances & make new friends.

BINGO NIGHT

Our fun-filled parent-run Bingo Night is a great community activity for Burning Tree families. The kids play Bingo and win great prizes! Volunteers are needed to sell tickets, food and call Bingo numbers!

BOOK FAIR

The Book Fair at Barnes & Noble features a wide selection of children's books & gift items, and a percentage of the sales goes to the PTA. Help coordinate this fun event.

BTES FUNDRAISING PARTIES

This is Burning Tree's largest fundraiser! In the beginning of the year parents are asked to make a donation to the PTA as part of our check-writing campaign. In the spring, join Burning Tree parents and staff at one of these adults-only parties held at the homes of Burning Tree families. Enjoy delicious food, good company and if you haven't already made a donation, do so that evening!

BULLETIN BOARD DESIGN

Volunteers design and maintain PTA bulletin boards in the front hall, which inform and delight our parents & students.

CHESS CLUB

Volunteer to run this before-school club at Burning Tree for children who enjoy playing chess.

CHILDCARE AT PTA MEETINGS

This volunteer arranges for Pyle and Whitman students to provide free, on-site childcare for children ages 4 and over during PTA meetings.

CLASSROOM TREASURER

Collect and administer class funds for parties and teacher gifts. Other responsibilities include purchasing a gift at the end of the year for the classroom teacher with any remaining funds.

CREATIVE WRITING CLUB

This parent-run after-school club for 2nd-5th grade students produces a magazine each year.

DATA ENTRY FOR DIRECTORY & HANDBOOK

A must-have reference! The *Directory* includes school policies & procedures, PTA programs and addresses & telephone numbers for Burning Tree families. Volunteers are needed at the beginning of the school year and in the summer to help put it together.

END OF YEAR PARTY COORDINATOR

Take the lead in coordinating the contributions of all the parents who sign up to assist with the End of Year party. This includes coordinating classroom decorations, party activities, snacks and party favors.

FAMILY-TO-FAMILY

Current Burning Tree families welcome families new to the school and introduce them to the community and to Burning Tree's programs and events.

FIFTH-GRADE FAREWELL

This committee of fifth grade parents organizes the end of year farewell events for our outgoing 5th graders.

FLES (Foreign Language in Elem. Schools)

Chinese, French and Spanish language instruction are offered before and after school. Volunteers are needed to coordinate this program.

HALLOWEEN PARTY COORDINATOR

Take the lead in coordinating the contributions of all the parents who sign up to assist with the Halloween party. This includes coordinating classroom decorations, party activities, snacks and party favors.

HEALTH ROOM VOLUNTEER

The PTA maintains a list of parents willing to help our school nurse, Mrs. Bouhafa, on health screening days and to staff the Health Room on the rare occasions of her absence.

INTERNATIONAL NIGHT

On International Night, our Burning Tree families celebrate the rich ethnic diversity of our school community. There are exhibits, performances, activities and a variety of international foods.

KINDERGARTEN FAMILY-TO-FAMILY

This program is specifically tailored to incoming Kindergarten families new to our school. We need volunteers to give a personal welcome to the Kindergartners and their families.

LANDSCAPE AND GROUNDS COMMITTEE

This committee oversees the maintenance & beautification of our play areas and school grounds. Volunteers are needed to help with the upkeep of the grounds and with planting.

LUNCH ROOM AIDE

Volunteer to help keep the lunch hour running smoothly in the Cafeteria. Plus, you get to enjoy lunch with your own children!

MATH DAY

Math Day is an event during school hours of hands-on math exploration in a carnival-like atmosphere. The Math Day committee works with staff & volunteers to ensure a program that complements the school curriculum. It is great fun for the kids.

MEDIA CENTER/LIBRARY VOLUNTEER

Media Center volunteers play an important role working with Burning Tree's Librarian to assist with library duties.

MINI-RELAY FOR LIFE

This event, benefiting the American Cancer Society, is held during recess over a three-day period. Students are encouraged to walk laps to honor cancer survivors and those touched by cancer, while learning to make healthy choices about physical activity, sun exposure, nutrition and tobacco.

NEWSPAPER (RIBBIT REPORT)

Help run this before-school program, which provides an opportunity for students interested in non-fiction writing and photography to publish a newspaper three times a year for distribution to the student body.

ONE THOUSAND SANDWICHES FOR MARTHA'S TABLE

One day during the school year, all students participate in making 1000 sandwiches for the Martha's Table shelter. Volunteers plan the event and assist on that day.

PHOTOCOPYING

The Friday Update and monthly newsletter come to you thanks to these dedicated volunteers who copy weekly and monthly PTA information. Sign up to take a turn at copying.

PLANT SALE

Don't buy your spring flowers anywhere else! Burning Tree has a highly successful Plant Sale, where the community can buy high quality annuals and benefit Burning Tree. Be a part of it!

PLAYGROUND EQUIPMENT MAINTENANCE

These volunteers ensure that the sporting equipment which the students use at recess is plentiful and in good shape!

PLAYGROUND MONITOR

The PTA organizes parent volunteers to help monitor the kids during recess. Get a chance to see what your child does at recess!

Volunteer to run this program and see the earnings grow for our school!

SISTER SCHOOL PARTNERSHIP

We have an initiative between Burning Tree and Broad Acres Elementary School. Parents from both schools share programming ideas and resources. The two schools may also participate in joint activities when feasible.

SPRING FAIR

A fun-filled day in the spring when Burning Tree is turned into a carnival! Enjoy games and prizes, moon bounces, the cakewalk and much more! Volunteers are needed to run the games, sell popcorn, cotton candy and tickets.

STAFF APPRECIATION COMMITTEE

Four times each year, volunteers organize lunch for faculty & staff. Parents are also asked to donate desserts and drinks for these special occasions.

TEACHER/CLASSROOM LIAISON PARENT

Work with the teacher to coordinate the monthly roster of classroom volunteers. Responsibilities may also include securing volunteers for class events such as concerts and field trips. In Kindergarten, this parent is also responsible for coordinating the Kindergarten playground roster.

VALENTINE'S DAY PARTY COORDINATOR

Take the lead in coordinating the contributions of all of the parents who sign up to assist with the Valentine's Day party. This includes coordinating classroom decorations, party activities, snacks and party favors.

WALK TO SCHOOL DAY

Coordinate this MCPS sponsored event aimed at promoting healthier habits and a cleaner environment.

PTA LIAISON PARENT

Be the point of contact between the PTA and classroom parents and lead parent involvement during Staff Appreciation Week as well as the Spring Fair. Other responsibilities include arranging for parent volunteers to supervise children when they eat lunch in the classroom on the few occasions when the All Purpose room is not available.

SALLY FOSTER GIFT-WRAP SALE

There is no need for you to buy gift-wrap anywhere else! The Sally Foster gift-wrap is high quality and there is a huge selection! Our annual Sally Foster sale is a popular fundraiser.

SCHOOL CALENDAR

Volunteer to help put together the Burning Tree calendar. It is custom-designed by Burning Tree volunteers and provides you with the dates for all PTA programs throughout the school year as well as for other important school events.

SCHOOL SPIRIT SHOP

Show your school spirit! Volunteers are needed to run the School Spirit Shop, where supplies and other low cost items are sold on specified days and at the August Open House.

SCIENCE FAIR

All students are encouraged to create their own experiments at home & display their results at the Science Fair. During the school day, students present their projects to volunteer science fair officials and in the evening families are invited to visit all of the great exhibits. Volunteers are needed to help organize, set up, and act as science fair officials.

SHOP FOR OUR SCHOOL

Many places you already shop will donate a percentage of your purchases to Burning Tree and/or our sister school, Broad Acres.