

# COLUMBUS HOME & SCHOOL ASSOCIATION

## VOLUNTEER EVENT DESCRIPTIONS

### GRADE LEVEL FUN NIGHTS

\*Consideration should be made to plan inclusive events that meet the needs of all students.

**PreK & Kindergarten Fun Night**, March 27<sup>th</sup> ~ PreSchool and Kindergarten parent volunteers needed to help select appropriate games or entertainment for age level, set-up, run event, supervise children, and clean-up. Consideration should be made to plan inclusive events that meet the needs of all students.

**First Grade Fun Night**, January 10<sup>th</sup> ~ 1<sup>st</sup> grade parent volunteers needed to help select appropriate games or entertainment for age level, set-up, run event, supervise children, and clean-up. Consideration should be made to plan inclusive events that meet the needs of all students.

**Second Grade Fun Night**, February 28<sup>th</sup> ~ 2<sup>nd</sup> grade parent volunteers needed to help select appropriate games or entertainment for age level, set-up, run event, supervise children, and clean-up. Consideration should be made to plan inclusive events that meet the needs of all students.

**Third Grade Fun Night**, January 31<sup>st</sup> ~ 3<sup>rd</sup> grade parent volunteers needed to help select appropriate games or entertainment for age level, set-up, run event, supervise children, and clean-up.

**Fourth Grade Fun Night: Halloween Party**, October 18<sup>th</sup> ~ 4<sup>th</sup> grade parent volunteers needed to help plan party, organize games and entertainment, arrange refreshments, organize volunteers, set-up and decorate, chaperone party, and clean-up.

**Fifth Grade Spring Party**, May 8<sup>th</sup> ~ 5<sup>th</sup> grade parent volunteers needed to help plan party, organize games and entertainment, arrange refreshments, organize volunteers, set-up and decorate, chaperone party, and clean-up.

**Sixth Grade Winter Party**, February 21<sup>st</sup> ~ 6<sup>th</sup> grade parent volunteers needed to help plan party, organize games and entertainment, arrange refreshments, organize volunteers, set-up and decorate, chaperone party, and clean-up.

### FAMILY NIGHTS

**Family Fun Events/Restaurant Nights** ~ Committee needed to book facilities, pre-sell tickets and help organize these functions, which are held throughout the year. Event ideas include sporting events, plays/shows, trampoline parks, bowling, etc. Volunteers also needed to arrange restaurant nights with various local restaurants, with a percentage of sales donated back to CHAS.

**Family Paint Night**, November 15<sup>th</sup> ~ Volunteers needed to coordinate event, advertise, organize admission sales and refreshments, set-up, and clean-up.

**Gym Takeover Family Fun Night**, May 24<sup>th</sup> ~ Volunteers are needed to help plan, organize entertainment, coordinate food vendors or refreshments, staff the admission table, and clean-up.

**Sweetheart Dance**, February 7<sup>th</sup> ~ Volunteers are needed to help plan, organize entertainment, order corsages and boutonniere's, coordinate food vendors or refreshments, decorate, staff the admission table, and clean-up.

### SCHOOL EVENTS

**Assemblies** ~ Help needed in researching, planning and scheduling school assemblies. May also need volunteers available during the day to attend assemblies, help with set-up/breakdown, and provide feedback.

**Graduation Ceremony Refreshments**, date TBA ~ Volunteers needed to organize, host and serve refreshments after graduation. (6<sup>th</sup> grade parents should not volunteer, as they'll be attending the ceremony.)

**Holiday Shop**, December 10<sup>th</sup> through 13<sup>th</sup> ~ A holiday shopping experience for children; parents are needed to help purchase inventory, set-up, sell and help our students choose their holiday gifts both during school hours and during the Breakfast with Santa. This is a non-profit event and is solely for the shopping and giving experience for our students.

**Scholastic Book Fair @ JHES**, October 25<sup>th</sup> through November 1<sup>st</sup> ~ Many volunteers are needed to help set-up the book fair upon arrival, staff the Book Fair Blast-Off and during the school day for student shopping.

**Scholastic Book Fair @ MTES**, March 6<sup>th</sup> through 9<sup>th</sup> ~ Many volunteers are needed to help set-up the book fair upon arrival, staff the Book Fair Blast-Off and during the school day for student shopping.

**5<sup>th</sup> & 6<sup>th</sup> Grade Performing Arts Show**, March 18<sup>th</sup> through April 3<sup>rd</sup> ~ Volunteers needed to plan and organize this show where 5<sup>th</sup> and 6<sup>th</sup> grade students get to show off their talents. Help is needed for three rehearsals, and the night of the show with ticket sales, supervising the talent, making sure things run smoothly. Proceeds from this event benefit the music department.

**Staff Welcome Back Luncheon** ~ Prior to the first day of school, a luncheon is held to welcome the staff back for the beginning of the new school year. Volunteers will be signing up for next school year's welcome back luncheon and are needed to select and organize the food and to set up for the luncheon held at MTES.

**Teacher Appreciation Week Luncheons**, May 5<sup>th</sup> ~ Volunteers needed to help select and coordinate food delivery and set-up for the luncheons at both JHES and MTES.

## **COMMUNITY EVENTS**

**Blingo Bingo**, March 13<sup>th</sup> ~ Adult only event featuring upscale prizes. Volunteers needed to plan and organize event and assist on night of event with set-up, check-in, selling extra bingo sheets and raffle tickets, and clean-up.

**Breakfast with Santa**, December 14<sup>th</sup> ~ Volunteers are needed to coordinate event and activities, organize pre-admission sales, shopping, preparing and serving breakfast, decorating, set up the evening before and the morning of the event, and clean-up.

**Color Run**, May 3<sup>rd</sup> ~ Community event. Volunteers need to coordinate with vendor, secure location, gather sponsors, advertise, collect registrations, distribute bibs and t-shirts, and staff the event.

**Columbus Community Annual Field Day & Parade** ~ Volunteers needed to organize CHAS representation at Field Day hosted by the Mansfield Township Special Events Committee. Field Day is typically held the second Saturday in June. CHAS participates in the Field Day by creating a float and/or organizing marchers for the parade, or organizing a game and information table in the park.

**Holiday Toy Drive**, November 18<sup>th</sup> through December 13<sup>th</sup> ~ Volunteers are needed to assist in the organized toy drive that benefits children in our area. Help is needed to advertise, collect gifts from donation boxes at the schools, shop, and wrap gifts.

**Mom's Night Out**, May 16<sup>th</sup> ~ Help plan and run a fun, relaxing night out for moms. Coordinate venue, food, activities, vendors, and silent auction.

**Outdoor Movie Night**, October 19<sup>th</sup> ~ Community event at Iron Plow Vineyards. Volunteers needed to coordinate with venue, make arrangements for screen and sound equipment rentals, selecting movie, coordinating refreshments/food vendors, soliciting raffle prizes, and running event.

**Pasta Dinner**, January 24<sup>th</sup> ~ Community event. Need volunteers to organize, shop, and prep food, cook, serve, set up/clean up, advertise and coordinate 6<sup>th</sup> graders for serving.

**Trunk-or-Treat**, October 27<sup>th</sup> ~ Volunteers are needed to organize participants and activities for this community-event held in the MTES parking lot.

## **FUNDRAISERS**

**A&M Holiday Dessert Fundraiser**, October 21<sup>st</sup> through November 18<sup>th</sup> ~ Volunteers needed to coordinate fundraiser with A&M, generate order form, collect orders and submit to A&M, arrange pick-up of orders from A&M, and staff table at MTES for pick up on designated day after school.

**Box Tops for Education** ~ Volunteers needed to maintain program, help coordinate contest, collect and track quantities received from October 7<sup>th</sup> through 11<sup>th</sup>, and batch and mail box tops.

**Johnson's Locust Hall Farm Fall Fundraiser**, October 12<sup>th</sup>, 13<sup>th</sup> & 14<sup>th</sup> ~ Volunteers needed to make arrangements with Johnson's, generate flier, collect orders, and distribute wristbands.

**Johnson's Locust Hall Farm Spring Fundraiser**, date TBA ~ Volunteers needed to make arrangements with Johnson's, generate flier, collect orders, and distribute wristbands.

**KidStuff Books Fall Fundraiser**, September 30<sup>th</sup> through October 11<sup>th</sup> ~ Volunteers needed to help advertise, collect orders, and distribute coupon books.

## **OTHER OPPORTUNITIES**

**Baking/Refreshment List** ~ Many volunteers are needed for the baking/refreshment list. You will be contacted to donate home-made or store-bought baked goods or other items needed for events throughout the year. Please note that you may be contacted more than once.

**Community Outreach Committee** ~ Volunteers needed to organize community outreach and assistance to local families in the event of a serious illness or tragedy and implement/oversee community service projects that would benefit either our local community or a charitable organization in conjunction with the appropriate school personnel.

**Holiday Ornament Committee** ~ All MTSD families, teachers, and staff members receive a handmade holiday ornament each year. Volunteers are needed to help make and wrap ornaments for distribution to schools the week before winter break.