

VOLUNTEER FORMS CAN BE FILLED OUT OR UPDATED ON-LINE AT THE PTSA WEBSITE, JUST GO TO [HTTP://WWW.LBSSPTSA.ORG](http://WWW.LBSSPTSA.ORG) AND CLICK ON VOLUNTEERS

OR YOU CAN MAIL YOUR FORM TO KATHY CARSON, 6009 RIDGE FORD DRIVE, BURKE, VA 22015

OR MAIL WITH YOUR MEMBERSHIP FORM TO PTSA, PO BOX 11252, BURKE, VA 22009-1252

Volunteer name(s):

Street Address:

City:

State:

Zip:

Home Phone:

Office/Cell:

EMAIL:

LBSS Student Name(s)

Middle School:

Grade 7 _____

Grade 8 _____

Team Name _____

High School:

Grade 9 _____

Grade 10 _____

Grade 11 _____

Grade 12 _____

Sub-school # _____

AVAILABILITY for volunteer activities:

DAY (Mon Tue Wed Th Fri) EVENING (Mon Tue Wed Th Fri) & Weekends (Sat Sun)

Please mark the areas below where you would like to help.

CLERICAL HELP

- Special projects
- Copying classroom material for teachers/staff
- Answering Telephones (Main Office, Sub-schools, etc)
- MS Guidance
- HS Guidance/Career Center
- Library
- Lost and Found

YEAR BOOK

- Distribution (June)

HEALTH ROOM

- Vision/Hearing Screening (Nov 4 & 5)
- Aide

SPECIAL EVENTS

- Middle School Dance Ticket Sales during lunch periods
- Middle School Dances (Nov and Mar)
- 8TH Grade Dance (June 5)(7th grade parents also needed)
- High School Dances (Oct and Apr)
- SGA Election

Committees

- ALL NIGHT GRADUATION PARTY:** *Chair needed - if interested contact Bob Shaw (703-455-8132)*
Parent volunteers needed, especially junior and senior, to assist in the planning and preparation of substance-free graduation night party and with associated fundraising events.

CRAFT FAIR & SILENT AUCTION, Sat, Oct 17: Chair: Bonnie Conte (703-425-5652), Nicky Polis (703-503-7346)

This is the major fundraiser held by our PTSA each year. Proceeds from the fair provide funding for a long list of PTSA programs here at Lake Braddock. Come join the fun, your help is needed and appreciated!!!

- Set-up: 5-8 PM, Friday, 10/16
- Work during fair: 9AM-3PM (2 hour shifts), Saturday, 10/17
- Set-up: 7-9 AM, Saturday, 10/17
- Clean up: 3-5 PM, Saturday, 10/17

(Please check other side for more opportunities to volunteer – thanks!)

BACCALAUREATE: Chair: Janelyn Price (703-455-5570)
A reflective event for seniors, requiring assistance from senior and junior parents

BEAUTIFICATION: Chair: Michelle Tkac (703-323-1656)
Volunteers needed to help landscape and beautify school grounds approximately 2 to 3 times a year

COMMUNITY RELATIONS/OUTREACH: Chair: Shelley Bralich (703-912-9233)
Committee members network with neighboring feeder schools and communities to provide information about Lake Braddock activities and programs and work with school administrators to identify those in the LBSS community in need of additional aid.

CAREER ENVOYS: Contact: Sylvia Coleman (703-426-1033), Pat Fausser (703-426-1030)
Parents or community members are needed to give an approximately 30 minute talk to middle school students about their careers. Career(s) _____

HEALTH AND SAFETY COMMITTEE: Chair: Andrea Livick (703-569-0212)
Parent volunteers are needed to provide input for the facilitation of programs and services geared toward the health and safety of our children. The committee will meet on a monthly basis in the evening.

HOSPITALITY: Chair: Glenda Lynch (703-455-2495)

- Bake/Donate food for special events for LBSS faculty/staff (approximately 6 times per year)
- Set up/take down for events

LANGUAGE AMBASSADORS: Chair: Susan Pehrsson (703-282-6574)
Provides parent volunteer interpreters at Back to School Nights and other PTSA sponsored events.

Language(s) _____

MEMBERSHIP: Chair: Elizabeth Hurst (703-440-0868)
Help staff membership tables at school events (e.g. Back to School nights, sports and other events).

MENTORWORKS: Chair: Julie Lawhorn (703-451-4990)

- I would like to be a Mentor.

MIDDLE SCHOOL AFTER SCHOOL PROGRAM: Contact: Michelle Birkenstock (703-426-1134)

- Volunteer to help with middle school students after school
- Tutoring. Please specify subject(s) _____

PROGRAMS: Chair: Suzanne Gaudian (703-440-8270), Tracy McCarthy (703-455-6459)

- Volunteer to assist in setting up for meetings
- Volunteer to share expertise as a program speaker or lecturer on the following parenting topic(s) _____

REFLECTIONS/CULTURAL ARTS: Chair: Kathy Burke (703-913-6509)
Plans and runs the national PTA Reflections program at Lake Braddock SS. Coordinates judging for the Virginia PTA Citizenship Essay Project; coordinates the Middle School Essay Contest.

STUDENT DIRECTORY: Chair: Sue Brantlinger (703-455-2569)
Volunteers help gather and prepare relevant information for inclusion in the student/school directory, and assist with assembly of the final booklet.

VOLUNTEER COMMITTEE: Chair: Kathy Carson (703-912-9041)
Volunteer committee members assist with recruiting volunteers for special school and PTSA events and projects.

THANK YOU FOR VOLUNTEERING!