PTO Membership and Volunteer Form
(Please return to PTO table at Orientation or to the Buffett office)

Parent Name(s) ___________________________________________ Phone Number __________________________

Student Name(s) and Grade(s)__________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Email Address: (Please provide the e-mail you most frequently check as we do most of our communication via e-mail) ________________________________

YES! I would like to be a PTO member (Please make checks payable to Buffett PTO)
Number of memberships ___________ x $5 = amount enclosed ___________

I would like to volunteer for the following committees:

___ Fundraising (Chair: Margo Livingston)
Chairperson will coordinate fundraiser in the fall. Committee members will assist chairperson with communication, order fulfillment, etc.

___ Book Fair (Chair: Jane Herman and Mary Ferguson)
Chairperson will work with Scholastic to organize book fair. Committee members will help at the book fair (set up, sales, take down, etc.).

___ Student/Faculty Event (Chair Needed)
Chairperson will work with faculty members to plan and organize the event and food. Committee members will help advertise, serve food, collect money/sell tickets etc.

___ Directory (Chair: Cindy Shulewitz)
Chairperson will collect directory information and work with printing company. Committee members will help proof read initial drafts and help with distribution.

___ Parent-Teacher Conference Meals (Chairs: Melodi Szymczak and Renee Claborn)
Chairperson will coordinate and plan meals for conferences in the fall and spring. Committee members will help with set up, serving, and cleaning up.

___ Staff Appreciation Week (Chairs: Stacy Gray, Jayne Buck)
Committee chair and members will work together to plan meals and activities for the week, set up and clean up meals, collect donations etc.

___ Hospitality (Chair needed)
Chairperson will order cookies for various school events and coordinate volunteers to help serve. Committee members will help set up, serve cookies, and clean up.

___ Welcome Back to School 2011 (Chair: Jill Breten)
Chairperson will organize a welcome back luncheon for Buffett staff. Committee members will help with set up and clean up of the meal.

___ Ways and Means (Chair: Nyla Bodfield)
Chairperson and committee members will make suggestions for allocating PTO funds.

___ Scholarship (Chairs: Debbie Newkirk and Beth Grimmond)
Chairperson and committee members will review scholarship applications and present recipient recommendations to the PTO. *Committee members may not have a current senior in high school.

___ 5/6 grade BBQ (Chair needed)
Committee chair will coordinate volunteers for the BBQ in May. Committee members will help serve food at the BBQ.

___ Help as needed

___ I would be willing to chair/co chair: ________________________________