

Lamont Christian School  
Volunteer Opportunities  
2019-20

**Room Moms (2 per classroom)**

Room moms help the teacher with classroom parties and special events. They also will work the teacher to coordinate the class project for the Harvest Auction. Room moms may choose to organize special treats/gifts for teachers on their birthday, Christmas, or Teacher Appreciation week. 7th grade room moms are responsible for coordinating the 8th grade graduation dinner and refreshments following. All 7th grade parents help with that event.

**Lunch/Playground Duty**

Monitor the elementary lunch room and all school recess afterward. Someone is needed for each day. It's nice if you can volunteer for the same day every week or find someone to share the day so you only have to come every other week. You are more than welcome to bring younger siblings who are not in school yet along. Lunch is 11:55-12:10, Recess 12:10-12:40.

**Teacher Appreciation Lunches (monthly)**

Once a month we treat our staff to a lunch at school. It can be as simple or extravagant as you like. It could be something you make or purchase and can be done with another person. Staff lunch hour begins at 11:55.

**Hot Lunch**

Hot lunch is available to students every Friday. Typical lunches include: Pizza, Hot dogs, Fazoli's pasta, Mac & Cheese, Chicken Nuggets.

Coordinator: This person schedules the lunches and servers, prepares order forms, collects the orders and money, stocks the kitchen with paper products, orders food, helps prepare the lunches. Also, the coordinator helps with food for Grandparent's day.

Shoppers: People who can shop for food, condiments, paper products. This can be done whenever it's convenient for you.

Servers: People who can come to school on Fridays to help prepare and serve the lunch and clean up the kitchen afterwards. Sometimes you may be asked to pick up lunch from a restaurant. We need 2-3 servers per week. Servers are usually at school from 11:30-12:30.

**Trash for Cash**

We need one volunteer to oversee the collection and submission of items that we can collect for cash. We collect Box Tops, Sunny D labels, and Family Fare receipts. Sometimes this person coordinates a class competition to encourage participation.

**Cookies/Dessert Makers**

Volunteers will be called upon to bake cookies for special occasions such as Grandparent's Day, Christmas and Spring programs, etc. We need a list of on-call volunteers who can be asked to fill this need.

## **Pig-in-the-Blankets**

This is our largest fundraiser. In 2018-19 we raised over \$8,000 selling pig in the blankets. There are several volunteers needed in order for this fundraiser to be successful.

Pre-production Coordinator:

Scheduling Coordinator:

Inventory Coordinator:

Treasurer:

Pig Making Crew: Generally 3 dates are set throughout the year to make the pigs. Days/times vary. We need 3 people to help with the meat making process which consists of mixing meat and spices, putting the meat into a pan which helps us make the links. That process will take about 2 hours. We need 8 people for the rolling process and clean up. The links go onto the blankets, roll them, tray them and seal to sell. Then clean-up of materials and kitchen. This takes about 4 hours.

## **Yearbook**

A school yearbook is put together to help capture the memories from the school year. The yearbook committee works throughout the school year on the book from the comfort of their own home using an online program.

Coordinator: This person handles all communication with the yearbook company including contracts, billing, troubleshooting, ordering, etc. This person works with the helpers to complete the yearbook.

Helpers: 2 volunteers work with the coordinator to select, design, prepare, and edit the yearbook. They are responsible for getting pictures throughout the school year for their assigned pages and communicating with teachers to gather necessary information. Helpers can work on their pages on their own time and own pace.

Photographer: Someone who loves to take pictures and can attend sporting events, special events at school such as chapels, Grandparent's day, programs, assemblies, etc.

## **Milk Runners**

As a way to provide milk at an affordable price for our students, we will be picking our milk up from Cedar Crest Dairy in Hudsonville once a week. It would be approximately 3 crates - easy enough to set in the back seat or trunk of a car! We are looking for individuals who would be willing to pick-up the milk and deliver it to school on a rotation type schedule. The pick-up hours are 8:00am - 4:00pm M-F. Tentatively the pick-up day will be Tuesday, but this is still being worked out!

## **Chicken Dinners**

The Chicken Barn committee is hoping to host a few chicken dinner fundraisers at the school throughout the school year. To help with these events, they are looking for individuals willing to make desserts that can be served with the dinner. Dates are still being considered.

### **These events happen in fall:**

#### **Key Card Sale - September**

Duties include ordering the books and distributing them to families.

#### **Grandparent's Day - October**

The students invite their grandparents (or special friends) to a special morning at school. The teachers largely organize this, but some help is needed. We serve lunch to the kids and their visitors. The hot lunch coordinator will work with the teachers to take reservations and plan the lunch. They will purchase the groceries and other supplies and then help serve the lunch.

Kitchen Helpers - Help prepare and serve the lunches at school that day.

Greeters - Meet and greet the grandparents at the door. Hand out name tags and give directions to the classrooms.

Photographer - Each year we have a photo booth set up and take a picture of each student with their grandparents. The pictures are printed and sent home with the kids as a keepsake.

#### **World's Finest Chocolate Sale - November-January**

Begins the week of Thanksgiving and ends the first week of January. Duties include ordering the chocolate, distributing it to families to sell, collecting money, and awarding prizes to the kids. Prizes are awarded on a leveling system. I.e. 1 box sold = sucker, 2 boxes sold = bracelet, etc.

#### **Harvest Auction Food - November 9**

The auction is one of the school's largest fundraisers. In 2017 over \$60,000 was raised. The LPA is in charge of providing the food for the evening.

Coordinator: Determines what food will be sold. Purchases the food. Coordinates the preparation and serving of food. Manages the kitchen the night of the auction. 8th graders serve the food.

Kitchen Help - Help prepare food the night of the auction. Make sure service stations are filled. Help with kitchen clean-up.

#### **Mom 2 Mom Sale - November/April**

Sales are held in the gym in November and April. LCS parents and members of the community can bring their clothing/toys/baby gear to sell. Each seller keeps 75% of their profit with the remaining 25% being donated to LCS.

Coordinator: This person communicates with sellers regarding the selling requirements and procedures. Assigns sellers names. Sets up gym the day before the sale.

Organizes tables by gender/size. Manages the volunteers the day of the sale. Counts money and distributes checks to sellers. Sorts and collects clothes that are being donated. Cleans up the gym after the sale.

Helpers: Helpers work in shifts to keep things running smoothly. People are needed the day before to set up tables in the gym and help sellers who are dropping off their items. The day of the sale the helpers straighten tables, help shoppers check out, keep sales organized by seller name, sort clothes after the sale, bag up donated items, clean up gym.

### **These events happen in the winter:**

#### **Christmas Bazaar - December**

In December the kids have an opportunity to purchase affordable gifts for their family members. We strive for a nice selection of gifts ranging from \$0.50-\$5.00.

Coordinator: This person shops for gifts throughout the year, sets up the gym the day of the sale, organizes the gifts by gender/age, takes inventory of gifts, purchases wrapping paper, boxes, tissue, bags, tape, etc. Counts money with cashier.

Cashier: Volunteers are needed to help students check out and pay for their gifts the days of the sale.

Wrappers: Several volunteers are needed to help student wrap and label the gifts they picked out.

### **These events happen in the spring:**

#### **5K Run/Walk - April 25**

A race is held in the spring the same morning as the Flapjack Breakfast. The course runs through Lamont and ends at school.

Coordinator: Plans and promotes the event, solicit sponsors, order t-shirts, collect registration money, arrange for time clocks, arrange awards, organize volunteers.

Helpers: There are several areas where helpers are need the day before the race and day of the race. Putting together race packets, registration tables, marking the course, setting up finish line, water tables, mile markers, Kids Fun Run, race clean up. Race helpers should not sign up to help with the Flap Jack breakfast as they are happening at the same time. "Day of" duties typically go from 7:00am - 10:30am.

#### **Flap Jack Breakfast - April 25**

Held in the Spring the morning of the 5K.

Coordinator: Plan and promote the event, purchase supplies and food, coordinate other volunteers and kitchen work, oversee set-up and clean-up.

Helpers: Work the morning of the event in the kitchen and gym, help clean up. Kitchen helpers should not sign up to help with the 5K as they are happening at the same time. Duties typically go from 7:30am-10:30am.

#### **Teacher Appreciation Week-May 4-8**

During this week we make special effort to celebrate our teachers and staff. The coordinator often chooses a theme, decorates the lounge/office, and brings in special treats/lunches/gifts for the staff each day.