



BISHOP IRETON HIGH SCHOOL PARENT TEACHER ORGANIZATION

MEMBERSHIP AND VOLUNTEER FORM – 2007-2008

The Bishop Ireton High School PTO welcomes parents/guardians in support of the BI community by encouraging the development of the school and promoting the welfare of our students. We provide volunteers and funds for many activities that directly benefit the students and teachers. Volunteering your time in these efforts provides numerous opportunities to meet others in the school community and stay linked to the community where your child spends the majority of their waking hours.

Join the PTO — support our many community efforts and get your copy of the B.I. School Directory - the only source for the Directory. Please fill out this form and write a check for \$30 dues payable to Bishop Ireton PTO. For additional directories, please add \$5 per each additional directory. Send your form and payment to the Bishop Ireton PTO c/o Brenda and Joe Hargett, 6295 Timarron Cove Lane, Burke VA, 22015. If you have any questions about the PTO or our activities, feel free to call. We look forward to you being part of the Bishop Ireton family this year!

Brenda and Joe Hargett, Membership Chairs | 703.250.1140 | brenadahargett@cox.net

DIRECTORY SIGN-UP

Parent Name: _____

Student Name(s) and Grade(s): _____

Address: _____

Telephone (Day): _____ (Evening): _____ E-mail(s): _____

Please distribute our directory to my child: _____ in grade: _____

PLEASE MAKE CHECK PAYABLE TO BI PTO

PTO MEMBERSHIP & DIRECTORY	\$30.00
Additional Directories (We would like additional directories)	\$5.00 each
Total amount included:	\$

VOLUNTEER SIGN-UP

BAKING/COOKING:

- Teacher Appreciation
- Parent/Teacher Conferences (Nov/Feb)
- Hospitality Events

SPECIAL EVENTS:

- Parent Mixer (Aug '08)
- Spring Clean-Up (Spring '08)
- Freshmen Mother's Tea Class of 2012 (Spring '08)
- All Night Graduation Party (June '08)

YEAR ROUND IN-SCHOOL NEEDS:

- Assist in School Office
- Library
- Bookstore
- Campus Ministry
- Dance Chaperone

GENERAL:

- I may be available to help with these or other needs throughout the school year - please call me.

FUNDRAISING SIGN-UP

- Used Book Sale (May, June, Aug '08)

AUCTION & DINNER GALA (Fall '07):

- Soliciting gifts/advertising/sponsors
- Administrative/office tasks
- Prepare program
- "Day of" Activities
- Auction Committee (planning, preparing, baskets, reservations/seating, publicity, decorating)

GOLF TOURNAMENT (Spring '08):

- Player
- Soliciting gifts/sponsors
- "Day of" Activities

See opposite side for activity descriptions.



DESCRIPTION OF VOLUNTEER AND FUNDRAISING ACTIVITIES

BAKING/COOKING

Teacher Appreciation: Provide food for the monthly special lunch served by the PTO for the faculty and staff.

Parent/Teacher Conferences: Prepare and donate baked items, or fruit, vegetable, or cheese platters, for the November and/or February conference days.

Hospitality Events: Prepare/provide food for special events and receptions during the school year (Open House for Prospective Students, Junior Ring Mass, National Honor Society Induction, Freshman Registration).

SPECIAL EVENTS

Parent Mixer: Help arrange and conduct the back-to-school reception for parents.

Spring Clean-Up: Help organize and work with the Yard, Paint, Scrub or Food Crews.

Freshmen Mother's Tea Class of 2012: Arrange and conduct the tea for mothers of incoming Freshmen.

All Night Graduation Party: Plan, organize, decorate or staff the All Night Graduation Party for the Senior Class.

YEAR ROUND IN-SCHOOL NEEDS

Assist in School Office: Help the Development Office with mailings and other office tasks associated with events it sponsors throughout the school year.

Library: Work with librarians assisting students and organizing materials, usually a morning or afternoon one or two days a month.

Bookstore: Take a shift staffing the improved and expanded bookstore, or help at special events.

Campus Ministry: Help with special Masses and other services during the school year.

Dance Chaperone: Needed for school dances.

GENERAL

Let us know if you might be available to help with these or other needs during the school year. If you have any special interests or expertise, feel free to indicate them.

USED BOOK SALE

Collect and price used books and uniforms at the end of the school year, and sell them in August.

AUCTION & DINNER GALA

Support the Development Office in preparing and conducting the Dinner and Auction in one or more ways: soliciting donations; advertising and/or sponsorships; administrative/office support; designing and preparing the event Program; and helping with "Day of" Activities including transporting items, setup, security, and checkout. Or, join the planning committee in arranging theme baskets of items donated by Advisories or various contributors; taking reservations and preparing seating plans; publicizing the event; or preparing decorations and table centerpieces.

GOLF TOURNAMENT

Join in this fun event by playing, helping the Development Office solicit gifts and sponsors, and/or helping the "Day of" with registration, hole spotting, and conducting the silent auction