

# **VOLUNTEERS**

There are many ways to volunteer and show how much you care. Volunteers are needed in the following areas:

**Please mark the area(s) you are interested in volunteering:**

- Attendance:** Individuals are needed to assist in the attendance office during school hours. This is a weekly commitment (2 hour shift - 1 day per week).
- Book Sale:** Individuals are needed to work half-day shifts for this PTSA fundraiser in September.
- Guidance:** Individuals are needed, at times, to assist counselors in the guidance office.
- Hospitality:** Volunteers are needed to provide refreshments and baked goods for various events throughout the year.
- Library:** Volunteers are needed to assist the Librarian with filing, labeling, sorting, shelving, inventory and Media Center events.
- Main Office:** Individuals are needed, at times, to assist in the main office during school hours.
- Newsletter:** Volunteers are needed to fold, seal and label the newsletter four times during the school year.
- Other:** Individuals who are available to volunteer for special projects or evening events on an as needed basis.
  - Senior Events** – Assist as necessary, throughout the year
  - College Fair** – Event held in October; assist as necessary
  - Holiday Luncheon** – Event held in December; prepare a side dish/dessert, serve, clean up
  - Taste of Pinecrest** – Volunteer for community Fundraiser held in March
  - Teacher Appreciation week** – Events held in May; assist as necessary
  - End of Year Luncheon** – Event held in June; prepare a dessert, serve, clean up



**Please complete this form and return to:**

PTSA Volunteer Coordinator  
Palmetto High School  
7450 SW 118 Street, Miami, FL 33156  
FAX: 305-378-9724



Any questions please contact: Mary Steele 305-252-3835 or email: [mes6841@hotmail.com](mailto:mes6841@hotmail.com)

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE (home) \_\_\_\_\_ (cell) \_\_\_\_\_

EMAIL \_\_\_\_\_

Student's Name(s) & Grade(s) \_\_\_\_\_

If you have been assigned a volunteer ID number by Dade County Public Schools, it will not be necessary to apply for a new ID number by completing the Volunteer Registration Form. Your volunteer ID will be transferred to Palmetto High School. However, if you are a first time volunteer in the school system you will need to fill out this form and a registration form (provided in the office) with proof of identification. Please list the name(s) of any previous Dade County Public School(s) where you have volunteered:

\_\_\_\_\_ Volunteer ID # \_\_\_\_\_ (8/08mes)

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