

PS 11 VOLUNTEER OPPORTUNITIES AT-A-GLANCE

DETAILED DESCRIPTIONS BELOW - DATES SUBJECT TO CHANGE – PLEASE CHECK [PS11 WEBSITE](#) CALENDAR

HOW WILL YOU SPEND YOUR 11 FOR 11?

We ask every PS 11 family member to **volunteer 11 hours (or more!) of their time** to ensure the success of all the amazing programs, committees, events and activities that we are able to offer thanks to volunteer support. And there's a lot in it for you (and your child!) too:

- Truly get to know the school through a child's eyes - teachers, staff, kids, environment
- Get to know other families and make new friends
- Actively participate in your child's education - and others, whose families might not have the flexibility to do so
- Keep enriching and fun activities alive - many are 100% reliant on family leadership

[Click here](#) to take our PS11 volunteer survey, which will help us reach out to you about the volunteer opportunities that are the best fit for you!

TYPES OF VOLUNTEER OPPORTUNITIES

	RECURRING	“BIG BANG”	ONE-OFF
Description	A regular volunteer shift (typically weekly)	Event-based opportunities where there is a specific preparation and execution timeline, typically over a focused, several week period	Point in time activities or events that require a small amount of time that you can sign up for in advance
Good For Someone Who...	<ul style="list-style-type: none"> • Wants to be in the school regularly • Wants to interact with kids and teachers • Has the schedule flexibility to commit to a recurring shift 	<ul style="list-style-type: none"> • Wants to be part of executing a major event or fundraiser • Has creative, project management or solicitation skills • Wants the flexibility to contribute remotely and on own schedule (for the most part) 	<ul style="list-style-type: none"> • Has a busy schedule, but would still like to get involved from time-to-time • Wants to interact with kids and teachers

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Updated 09/18/2018

ANNUAL SCHEDULE OF VOLUNTEER OPPORTUNITIES

SEPTEMBER - DECEMBER

JANUARY - MARCH

APRIL - JUNE

RECURRING Programs & Committees	Bus Committee Chess Team Class Parents/Family Members Classroom Kitchen Helpers + Lunchtime Helpers Farm-to-Table & Garden Committee Grant Writing Committee Kindergarten "K" Committee Lego Robotics Team Library Volunteers Lost & Found Math Club PTA (Parent Teacher Association) School Newspaper School Spirit Merchandise Committee		
"BIG BANG" Events & Committees	Fall Festival (OCT 20) Comedy for a Cause Committee Charity Buzz Online Auction Committee Scholastic Book Fair – Fall (OCT 26 – NOV 1)	Fifth Grade Show (JAN 31 – FEB 2) Charity Buzz Online Auction (FEB) Comedy for a Cause (FEB 12) Camp Auction (MAR 6 – 20) Gala & Auction Committee Young Artists Program Yearbook Committee	Scholastic Book Fair - Spring (MAY 10-17) Gala & Auction (MAY 13) Yearbook Committee Continues
ONE-OFF Activities	<ol style="list-style-type: none"> 1. Kindergarten First Days Greeter (SEPT) 2. Pot Luck Dinner & Dance (SEPT 14) 3. Third Grade Farm Trip (OCT 10) 4. Spelling Bee - 4th Grade (OCT 24) 5. Spelling Bee – 5th Grade (NOV 8) 6. Garden - Fall Work Day (TBD) 7. Farm to Table Harvest Celebration (TBD) 8. Lost & Found Claim Your Stuff (TBD) 	<ol style="list-style-type: none"> 1. Box Tops Collection/Contest (FEB 1-9) 2. 100 Day Celebration (FEB 14) 3. K&G Valentines (FEB 14) 4. Coin Drive (FEB) 	<ol style="list-style-type: none"> 1. Science Fair - 5th Grade (MAY) 2. Garden - Spring Work Day (TBD) 3. Gratitude Day (JUN 7) 4. K Summer Book Exchange (JUN) 5. Lost & Found Claim Your Stuff (TBD) 6. Moving On Ceremony – Pre-K (JUN 19) 7. Fourth Grade Camping Trip (MAY 23-24) 8. 5th Grade Washington DC Trip (MAY 29-31) 9. Field Day (JUN 14) 10. New Family Ice Cream Social (JUN 17) 11. Pot Luck Dinner & Dance (JUN 21) 12. Moving On Ceremony – 5th (JUN 21)

Most programs, events committees and activities need a "Chair" (someone to ultimately own it) and a "Chair-in-Training" (someone who will "learn the ropes" and eventually take the torch from the existing Chair). If you're interested in this, please email PS11VOLUNTEER@GMAIL.COM

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DETAILED DESCRIPTIONS

RECURRING

Bus Committee

A family-generated bus communications system amongst PS11 families.

How to get involved: Occasional meetings to explore ways we can empower ourselves, better communicate updates and share concerns.

Chess Team

State and nationally ranked, the PS11 Chess team includes kids from grades 1-5 who are interested in competing in local and national chess matches.

How to get involved: families are instrumental in fundraising and managing food and other aspects for chess tournaments.

Class Parents

Class Parents/Family Members, typically two per class, are the connection between the teacher, PTA and s in their class.

How to get involved: In addition to sending weekly emails with school and classroom information, class parents help organize teacher gifts, classroom snack schedule and other coordination to help support the classroom teacher.

Classroom Kitchen Helpers

Family members help out in the kitchen with set-up and clean-up of cooking lessons.

How to get involved: We need family volunteers M-F, various times a day

Farm-to-Table & Garden Committee

PS11 has a full garden and working chicken coop in the middle of NYC! The Farm-to-table group takes care of the chickens and manages the garden with help from students in all grades. The fresh produce is used in the cafeteria to make nutritious food and teach the kids about vegetables.

How to get involved: Do you have a green thumb or a way with animals? Are you a nature person stranded in the big city? If you are interested in being a helper as our classes come to garden, or in helping with the garden in general, this is the opportunity for you!

Grant Writing Committee

There are many financial grants available for public schools that can help PS11 grow in incredible ways.

How to get involved: Do you have grant writing experience? Join the group to help us find applicable grants and complete the applications to bring significant support and added value to our community.

Kindergarten “K” Committee

Joining a new school can be overwhelming, the K Committee is here to help make the transition as seamless as possible by hosting welcome events (Ice Cream Social + New Family Social), monthly events (K Coffees) and pulling together resources and support to support incoming families.

How to get involved: Help us keep these events alive by volunteering to work them and bring your ideas to continuously improve what we can offer to new families joining the PS11 community.

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Lego Robotics Team

This team is great for kids interested in learning how to make working robots from Legos and competing in robotics challenges against other school teams

How to get involved: Families of the Lego Robotics club can help with classes and fundraising.

Library Volunteers

The Library at PS11 is completely volunteer led, staffed full-time by volunteer family members!

How to get involved: Sign up for a weekly two-hour shift. It's a great way to spend time in the school with the students.

Lost and Found Committee

Kids lose stuff and we work to make sure it gets back to them! PS11 has a super organized lost and found and you'll soon come to appreciate it if you haven't used it already!

How to get involved: We need people to work one-hour weekly shifts to help us organize the ever-growing pile of lost items (there's a very clear system) as well as volunteers to prep, work and clean-up at our twice-yearly "claim your stuff event" which is the last call for unclaimed items.

Lunchtime Helpers

Volunteers help kids navigate the salad bar and learn about the healthy foods they're eating.

How to get involved: We need family volunteers M-F, various times a day

Math Club

Third graders meet during their lunch and recess to participate in math games and puzzles.

How to get involved: Volunteer to work with the students

Parent-Teacher Association (PTA)

Congratulations! YOU are on the PTA by just being a member of our community. Our PTA is a fundraising team that provides funding for many of our school activities and programs. The PTA Executive Board also collaborates with the school administration to meet the needs of our students and staff.

How to get involved: Attend our monthly meetings (Friday mornings), volunteer for PTA events and committees and help with fund raising. In September, two new PS11 family members will have the chance to join the Executive Board as Members at Large.

School Newspaper

PS11 puts out a monthly student-led newspaper to share current events and to develop the budding journalists in our grades 2-5 student community.

How to get involved: We need family coaches to pair with staff members to guide student progress in completing monthly assignments. This includes short weekly meetings (FRI/8am) during which you'll assign weekly goals and deadlines. We also need help with editing (which can be done via email).

School Spirit Merchandise Committee

Help us create, organize and sell PS11 swag! We feature hats, bags, shirts and more and all proceeds go to programs at the school.

How to get involved: We sell merchandise at various school events and frequently need volunteers to staff the table. We also need help with organizing inventory and any new merchandise ideas are welcome!

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“BIG BANG”

Fall Festival

This celebration on a Saturday afternoon in the fall fills the school with activities including crafts, games, bouncy castles and a craft fair for the entire family to enjoy.

How to get involved: Be part of the planning committee or take a shift for part of the event to help in one of so many ways: Traffic/Vendor Assistance, Raffle Table, Bake Sale, Pop Corn, Games, Bouncy Castles, Crafts, Face Painting, Fundraising Table, Set Up, Clean Up.

Comedy for a Cause Committee/Event

Comedy for a Cause is one of our largest fund-raising events. The Committee works throughout the year to organize the event. This comedy night for families features big name talent including in past years, John Oliver, Hannibal Buress and our very own PS11 parent, Gilbert Gottfried.

How to get involved: The committee starts in the fall and night-of volunteers are needed for raffle ticket sales and auction table staff. And buy tickets to the event!

Charity Buzz Online Auction Committee/Event

A sub-committee within Comedy for a Cause, this committee focuses on soliciting and managing auction items. There is an ongoing online auction that draws in bidders from around the country and a live event at Comedy for a Cause.

How to get involved: Much help is needed in soliciting and organizing donation items and managing the auction site itself.

Scholastic Book Fairs (Fall & Spring)

Twice a year the Scholastic Book Fair allows kids and families to choose new books. Every kid gets a free book thanks to a donation from our PTA! Kids will visit the book fair with their classes and the fair also opens up for family members to come and make purchases (typically after a Family Friday).

How to get involved: We need pre-event support unpacking boxes, arranging books by level and subject matter and event support with set up, selling and take down.

5th Grade Show

Our fifth-grade productions are full-scale and fabulous! This year's show will be *Aladdin*.

How to get involved: Pre-show help is needed with costumes, sets, props and graphic design plus event support such as lighting/sound/video, backstage help, bake sale and merchandise sale.

Camp Auction Committee

Each year, PS 11 offers an amazing online camp auction that saves you time and money on summer camp plans and helps raise money for the school to boot.

How to get involved: Join the committee to help solicit and organize or simply talk to your favorite camps/programs about donating to PS11

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Gala and Auction Committee/Event

The Gala and Auction is one of our largest fund-raising events. The committee works throughout the year to plan and organize this spectacular and fun event. Enjoy a family member's night out (adults only) and support our incredible school at the same time. As a part of the Gala there is also an on-line auction, live auction and silent auction.

How to get involved: There are three ways to get involved: Join the committee and see how you can help! We need everything from crafty people to make decorations and do graphic design to convincing people to solicit sponsorships, food and auction donations. We also need much help at the event itself, including: Set-up and take-down help as well as people to work the check-in, raffle ticket sales, live auction, silent auction, wine pull, giving tree and VIP reception. And regardless, you can help by attending the gala and bringing some friends and by soliciting auction donations for the event.

Young Artists Program

This lunch and after school program develops arts and crafts skills - kids can choose from various workshops and have an art show at the end of the year.

How to get involved: We need teachers (design and execute your own 8-week workshop – we've had everything for collage to pillow-making) and assistants (collect the kids, offer assistance during class and help with clean-up). Classes begin the week of February 1st – we need a full 8-week commit for either lunch or after school.

Yearbook Committee

Volunteers work collaboratively with students to create a memorable keepsake and encourage writing, photography and editorial skills in students.

How to get involved: We need family members to assist in the production, including: Graphic layout/print production (InDesign & Photoshop skills needed) · Photography · Photo collection and editing · Copy collection and editing · Ad sales · Ad placement. There are few meetings, and the project has a quick turnaround.

ONE-OFF

Kindergarten First Days of School Greeters

For the first few weeks as our settle in, a handful of family members volunteer in the cafeteria to help our kindergarten students adjust to the new routine.

How to get involved: Sign-up for a few mornings to help ease the transition for kids and their families!

Pot Luck Dinner and Dance

This schoolwide event opens our playground for a pot luck dinner and dance party for all of our families as a great way to kick off and end the school year.

How to get involved: We need help with setup and clean-up.

Third Grade Farm Trip

This annual tradition takes our third graders on an exciting trip to the farm!

How to get involved: Teachers will reach out to request chaperones, so be on the lookout for an opportunity to join the trip and help the teacher manage.

Spelling Bees

The annual spelling bee is a chance for PS11 4th and 5th graders to s-p-e-l-l their way to the NYC championship!

How to get involved: Tasks include setup, monitoring, judging, video recording and cleanup.

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Garden Work Days – Fall & Spring

Twice a year, the PS 11 Garden Committee organizes a work day during which families help get our flower and vegetable beds ready for fall and spring. A great hands-on way to get some nature in the city!

How to get involved: Sign up to participate and come ready to work with dirt and garden tools!

Farm-to-Table Harvest Celebration

Once a year, the Farm-to-Table committee organizes a special event in the cafeteria (during lunch hour) highlighting the vegetables cultivated in the PS11 garden and fun ways to eat them! A great way to help kids learn about where their food comes from and healthy eating habits.

How to get involved: Volunteers are needed for set-up, working the event and clean-up

Lost & Found Claim Your Stuff Events

Twice per year, the Lost & Found Committee offers one last chance to claim any yet unclaimed items before school.

How to get involved: Volunteer pre-event to help sort items and/or day of to help set-up and manage the event and following the event, to help bring any leftover items to a nearby donation center.

Box Top Drive

As a way to raise money for the school (and to involve students in that process) there is an annual box-tops drive

How to get involved: Collect box tops all year long! We also need volunteers the week of to help organize, collect, count and submit.

100th Day of School

Our kids count since day one and now it's time to celebrate in 100 different ways! This student celebration happens in every classroom throughout the school.

How to get involved: We need family members to run stations throughout the day and to give out stickers as kids achieve their tasks (i.e. completing 100 jumping jacks, drawing yourself at 100, etc.). A super fun way to get to know kids and celebrate their commitment to learning! There is typically a morning and afternoon shift.

K & G Valentine

Students create valentines for friends, teachers and staff members to show their commitment to our schools "K&G" (Kind & Gentle) philosophy.

How to get involved: Volunteers needed to help organize supplies for teachers to complete the valentine craft (prior) and to sort and distribute valentines (day of)

Coin Drive

Our Coin Drive happens in late January and is a great way for the kids to get involved with raising money for the programs the PTA pay for.

How to get involved: Start collecting coins now! Volunteers needed to help with collecting, counting and depositing.

Science Fair

Third, fourth and fifth graders showcase the hard work they have put in to making scientific discoveries throughout the school year.

How to get involved: If you are a scientist, we need you to be one of our judges!

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Gratitude Day

Each class makes a thank you card for a person or business who made a significant contribution to PS11 at some point throughout the year.

How to get involved: Volunteers needed to collect and distribute cards.

Summer Book Exchange

Most kids go down a full reading level over the summer. One of the best ways to prevent that is to keep reading and to encourage that, we want kids to start the summer with some new books they're excited about.

How to get involved: Donate books! We also need people to help with sorting and organizing pre-event, running the event itself and cleaning up and arranging donations post-event.

Moving On Ceremony – Pre-K & Fifth Grade

These ceremonies (one for pre-K, one for fifth grade) honors our graduating students and celebrates their contributions to PS11

How to get involved: We need help with coordinating logistics for the ceremony and planning and executing the post-ceremony reception/celebration. It's always helpful to have families from other grades help out so the current pre-K and fifth-grade families can participate with their children.

4th Grade Camping Trip

All 4th graders attend an overnight camping trip to Camp Canadensis in Pennsylvania.

How to get involved: Teachers will reach out to request chaperones, so be on the lookout for an opportunity to join the trip and help the teacher manage.

5th Grade Washington DC Trip

All 5th graders spend three days and two nights exploring our nation's capital.

How to get involved: Teachers will reach out to request chaperones, so be on the lookout for an opportunity to join the trip and help the teacher manage.

Field Day

Students in grades 1-5 participate in a day full of team activities (K students take a class field trip to a nearby park)

How to get involved: Volunteer to be part of the field day planning committee and/or volunteer the day of to help manage the various activities.

New Family Ice Cream Social

This event welcomes new families to PS11 in an informal setting so new community members can get to know some soon-to-be-familiar faces and offers a chance to hear from our principal about the school philosophy and what to expect for phase-in during the fall.

How to get involved: Volunteer to be part of the set-up (tables, tents, etc.), welcoming new families as they arrive, distributing treats, chaperoning kids when their s attend the presentation and cleaning up after the fact. We also always appreciate anyone with ice-cream connections to help us secure donations!

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