

2010 – 2011 - Nursery School Committee Volunteer List

Name : \_\_\_\_\_

Email: \_\_\_\_\_

Event/Activity	Event Date/Time	Volunteer Roles Filled and Still Needed	To Volunteer Check Box
FALL BIKE PARADE	Friday, Oct. 15	CHAIR – Heather Oberhand; VOLUNTEER - Beth Jones	
	1-2 pm	*Create and send out flyer	Volunteer
		*Buy supplies	Volunteer
		*Set up that day and run event	
PJ HAVADALAH	Saturday, Nov. 6	CHAIR – Marla Dankenbrink; VOLUNTEER NEEDED	Volunteer
	4:30 – 6:00 pm	*Work with Rabbi Rachel to plan and coordinate	
		*Send out invite	
		*Buy supplies, set up and help run event	
CHANUKAH PARTY	Friday, Dec. 3	CHAIR – Nancy Marchand; VOLUNTEER NEEDED	Volunteer
	1-2 pm	*Work with Rabbi Rachel to plan and coordinate	
		*Send out invite	
		*Buy supplies, set up and help run event	
FAMILY FUN NIGHT FUNDRAISER	Sunday, Jan. 30	CHAIR – Marcy Begian; VOLUNTEERS NEEDED	Volunteer
	4:30 – 6:30 pm	*Send out invite	Volunteer

		*Organize silent auction	Volunteer
		*Plan and organize games and activities	
		*Plan and organize food	
		*Set costs	
FAMILY MOVIE NIGHT	March 4:30 – 6:30 pm	CHAIR & VOLUNTEERS NEEDED	Chair
		*Select movie and set prices	Volunteer
		*Send out invite	Volunteer
		*Reserve popcorn machine and learn how to use it	
		*Buy food and drinks for snack bar	

Event/Activity	Event Date/Time	Volunteer Roles Filled and Still Needed	To Volunteer Check Box
SPECIAL PERSON VISIT CONCERT	Friday, May 6 during school hours	CHAIR & VOLUNTEERS NEEDED	Chair
		*Organize silent auction	Volunteer
		*Send out invite	Volunteer
		*Organize bake sale	Volunteer
SPRING BIKE PARADE	Wed., May 25 1 - 2 p.m.	CHAIR & VOLUNTEERS NEEDED	Chair
		*Create and send out flyer	Volunteer
		*Buy supplies	Volunteer
		*Set up that day and run event	Volunteer
TEACHER APPRECIATION BREAKFAST	May	CHAIR & VOLUNTEERS NEEDED	Chair
		*Send invitation to teachers	Volunteer
		*Plan food and drink	
		*Set tables	
MOVING ON CEREMONY (FOR 4'S ONLY)	June	CHAIR – Amy Gordon; VOLUNTEERS NEEDED	Volunteer
		*Decide on theme	Volunteer
		*Send out invites	Volunteer
		*Plan ceremony and refreshments afterwards	

		*Coordinate gifts (for teachers and kids)	Volunteer
		*Create slideshow—Laurie Israel	
FUNDRAISER—Art to Remember (or other similar company)	Spring	CHAIR & VOLUNTEERS NEEDED	Chair
		*Research company	Volunteer
		*Coordinate with teachers for a time the kids will create the art	Volunteer
		*Create flyer	
MOMS' NIGHT OUT (one or two times/year)	TBD	CHAIR NEEDED	Chair
		*Plan and coordinate evening event for moms to socialize outside of school	
		*Send out invite	
FRIENDSHIP COMMITTEE	Throughout the year	CHAIR & VOLUNTEERS NEEDED	Chair
		*Coordinate meals for those nursery school families in need (death in the family, just had a baby, recently moved, etc.)	Volunteer
			Volunteer
B'NAI BANter NEWSLETTER	4 to 5 times a year	EDITOR & WRITERS NEEDED	Editor
		PUBLISHER – Marcy Begian	Writer
		WRITERS – Amy Gordon, Michelle Alprin	Writer

\*EDITOR – review and edit each piece before placed in publication;  
proofread before print

Writer

\*WRITERS – submit article ideas, recipes

Amy Gordon will contact you about the event or committee once she receives this form. Thank you in advance for helping make this nursery school year fun and fulfilling for both the children and their families.

Amy Gordon amyatbnai@sbcglobal.net