

## **Gibbons Parent Group Volunteer Opportunities**

**Fall Fundraiser: Magazine Drive** (end September/beginning October) – Help collect and tally magazine orders in the morning, and/or distribute prizes during lunch. Many short shifts available!

**Publicity/Bulletin Board** – Decorate GPG bulletin board at school. Take pictures at school events, submit GPG event information to Facebook site, Westborough TV, and/or newspapers.

**Hospitality Committee** – Help provide baked goods or refreshments for school functions: 8th-Grade Dance (June), Teacher Appreciation Lunch (May), and Welcome Back Staff Breakfast (August).

**Stop & Shop A+ Program** (August/September) – Collect Stop & Shop membership numbers and register them at Stop & Shop for inclusion in the awards program. Promote school's participation in the program.

**Dance Committee** (October, Spring) – Help plan and coordinate school dances.

**8th-Grade Dance Committee** (end of the school year) – Help plan and coordinate this fun end of the year social event for the 8<sup>th</sup> grade students.

**School Committee Liaison** – Attend or watch the School Committee meetings and report back to GPG members at monthly GPG meetings.

**Board Positions** – Attend monthly or bi-monthly meetings. *Co-Presidents*: Overall management of parent group. Ensure committees are formed and stay on track. Attend and participate in monthly Superintendent Advisory Committee meetings with other parent group presidents. Need both 8<sup>th</sup> grade parent and 7<sup>th</sup> grade parent for best transition. *Secretary*: Take notes at monthly meetings and make available to GPG members. *Treasurer*: Track funding requests for various enrichment activities at the school. Ensure tax exempt and insurance paperwork is kept up to date. Monitor budget.