

PTO Volunteer Opportunities

Divine Grace Lutheran School and its PTO invites parents to step in and help in a variety of ways throughout the school year. We are so appreciative of our parent volunteers and all of their creativity and hard work in heading up school-wide special events and helping behind the scenes to make the school year run smoothly.

These events would not be able to happen without parent volunteers, and as such, every parent is strongly encouraged to volunteer. Please check with your employers to see what job benefits are available to you that would allow you to take the time to volunteer. A growing number of companies are giving their employees PAID volunteer time off!!

Please read through the following descriptions and volunteer expectations for different school events. Where indicated, receipts can be submitted to Michelle Hagewood for reimbursement within reason.

The SignUp Genius for the opportunities from this list will be available at Back-to-School Night at the PTO table, and afterwards the link will be available on the school website (under Current Parent Sign Ups on the Information & Forms page) and a QR code will be posted outside the school office for easy and convenient access.

Other volunteer opportunities do pop up throughout the year, so if none of these are a good fit, please reach out to our principal Mrs. Hagewood, the teachers, or PTO president Kristy Reinhold or PTO secretary Nicole Giroux for more information on these other opportunities.

Birthday Recognition—Yearlong

TWO volunteers who put together goodie bags for students and set them out for birthdays and half birthdays (for students with summer birthdays). Birthday bags usually contain a combination of small items like snacks, a small water bottle or juice, a Happy Birthday pencil, and fidgets or other miscellaneous things. ***Receipts can be submitted for reimbursement.***

Thanksgiving Fellowship—Friday, November 20th at 2:30 PM

TWO to THREE volunteers who create a sign up for others to bring in potluck desserts and help clean up after the event. Past sign ups can be provided to help plan the needed amount of desserts. Volunteers set up the gym with tables and chairs and decorate as little or as much as they'd like. Placemats, coloring pages, and other simple activities or games can be planned to keep kids busy. ***Receipts can be submitted for reimbursement of disposable tablecloths and decorations within reason.***

Christmas Adopt-a-Family Coordinators—*late November/early December*

TWO volunteers who coordinate our holiday Giving Tree. Volunteers find a family or two to “adopt” through a non-profit such as Lighthouse of Oakland County. They create tags to hang on a small tree in the school lobby and a coordinating “sign out” sheet to keep track of who takes which tag(s). Volunteers collect donated gifts and bring them to the partner non-profit.

Staff Appreciation Week—*usually the first week of May*

TWO to THREE volunteers who coordinate ways for our school families to show extra appreciation to our wonderful school staff during the first week of May! Staff Appreciation Week can include collecting money towards teacher gift cards, watching classrooms during lunch and afternoon recess so staff can eat and relax together, catered lunches, sign ups to bring in special treats, having students write what their favorite things are about their teachers, making lists of teachers’ favorite things for families to buy and gift on their own, and many more options!

K-4th Field Day Coordinators—*Wednesday, June 2nd in the afternoon*

TWO volunteers who plan the annual field day for our younger students. Volunteers can choose from a list of past years’ stations for student “teams” to rotate through. A variety of items used for Field Day can be found in labelled bins in the gym storage room as well as in the white recess cupboards/shelves in the Art Room. Volunteers will create a sign up for parents to run individual stations and/or purchase additional items needed for stations.

Graduation Reception—PreK through 8th—*Thursday, June 3rd after 9 AM ceremony*

TWO volunteers who coordinate a short cake reception after the Graduation ceremony on the last day of school. **This is the SAME DAY as the End-of-Year Party.** Graduation celebrates preschool, kindergarten, and 8th grade. Volunteers would need to order graduation cakes/cupcakes, decorate the Fellowship Hall if desired, and clean up after the students have returned to their classrooms. ***Receipts can be submitted for reimbursement.***

End-of-Year Party—*Thursday, June 3rd after noon dismissal*

TWO volunteers who coordinate an afternoon party on the last day of school. **This is the SAME DAY as Graduation.** For the last few years, we have done pizza and bowling at a local bowling alley. Families who choose to attend must RSVP and pay per person to cover the costs of the party.