

FALL:

- MAD Registration Days: As students proceed from one station to the next, volunteers are there looking over the forms being brought in by students, passing out planners, assigning lockers or managing the ID/yearbook photo area.
- Welcome Back Luncheon: This takes place in the cafeteria on the Friday before school begins to welcome back the teachers and staff. Organizers order the food, set-up the tables for a buffet, bring table decorations, serve the food if necessary and clean up afterwards. The timing for volunteers is usually 10:30 a.m. set-up, 11:30 serve lunch, 12:30 clean-up.
- First Day of School: An official schedule is handed out to every student at one of two stations, 100 quad and main (300) quad. 20 volunteers come and help with distribution.
- Textbook Distribution: The library staff needs 3-4 volunteers each day of textbook distribution. This occurred the 2nd-5th day of school in 2010, 7:30 a.m. – 2:15 p.m.
- Attendance Office Helpers: The attendance office appreciates having 2 volunteers each morning throughout the year to listen to phone messages, file paperwork, etc.
- Counseling Office Help with Naviance: Information from universities/colleges around the country come in to the counseling office via email or the postal service and that information needs to be entered into Naviance, plus sent out via email informing families of upcoming important dates.
- College Night: Representatives from up to 70 universities/colleges arrive in the big gym and are assigned a table where they can set up their display. Students and families go from table to table, asking questions, picking up fliers, etc., learning more about their options for the future. Volunteers are needed to coordinate this event, set up the tables and chairs with help from custodians, provide food for the reps before the families arrive, and clean up the gym afterwards. This event is usually held mid to late-October on a Thursday evening. Set up begins at 3:00 p.m., clean-up begins at 8:30 p.m.
- (will post future opportunities shortly)