

## Westside High School Volunteer Interest Form



★ Each parent or volunteer should fill out his/her own form. ★

Volunteer's Name \_\_\_\_\_  
 Address \_\_\_\_\_ Apt. No. \_\_\_\_\_  
 City \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Preferred Contact Phone Number: \_\_\_\_\_  
 E-mail Address \_\_\_\_\_  
 Check if you are a VIPS - Sr. Volunteer (age 55 or over) \_\_\_\_\_ HISD VIPS years of Service \_\_\_\_\_  
 Child's Name \_\_\_\_\_ Dean/House \_\_\_\_\_ Grade \_\_\_\_\_

Please refer to the *Descriptions of Volunteer Programs* on the reverse side for descriptions of each job.

I would like to volunteer in the SCHOOL to help with this program (these areas are coordinated by a PTO Chairperson). \*Items may not require you to be present at the school during the day

- |                                                      |                                                        |
|------------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> Welcome Desk                | <input type="checkbox"/> Book Room                     |
| <input type="checkbox"/> Homecoming Week Activities* | <input type="checkbox"/> Teacher Appreciation Events   |
| <input type="checkbox"/> College Night*              | <input type="checkbox"/> Student Appreciation Events   |
| <input type="checkbox"/> Food & Baked Goods *        | <input type="checkbox"/> UIL Competition               |
| <input type="checkbox"/> Landscaping*                | <input type="checkbox"/> Football Ticket Sales         |
| <input type="checkbox"/> Donations/ Solicitations*   | <input type="checkbox"/> Senior Prom/After Prom Event* |

I would like to help at the SCHOOL in the following (these areas are coordinated by a staff member):

- |                                               |                                               |                                                                |
|-----------------------------------------------|-----------------------------------------------|----------------------------------------------------------------|
| <input type="checkbox"/> Library              | <input type="checkbox"/> Deans Office         | <input type="checkbox"/> Teacher Assistance-<br>Administrative |
| <input type="checkbox"/> Attendance<br>Office | <input type="checkbox"/> Field Trip Chaperone | <input type="checkbox"/> Tutoring                              |
| <input type="checkbox"/> AP Test Monitor      | <input type="checkbox"/> Special Olympics*    | <input type="checkbox"/>                                       |

Specialty areas:

( ) I own/work for a business that can provide the following supplies or services for the school:  
 \_\_\_\_\_

( ) I have lived/traveled in a foreign country and/or I have information to share on a foreign country:  
 \_\_\_\_\_

( ) I am specially trained in this area (science, art, computer, languages, etc.) and/or I have a special interest in this area:  
 \_\_\_\_\_

*Please return to the Main Office*

## Descriptions of Volunteer Programs

**Welcome Desk-** Greet visitors to Westside and assist with identification check and directions. Welcome Desk is staffed by volunteers between the hours of 7:30 a.m.-1:30 p.m. M-F and during special events during the year. Volunteers usually work a 2 hours shift weekly, bi-weekly, or monthly at your convenience.

**Homecoming Week Activities-** Volunteers needed to help plan Homecoming Week Activities, including decorations of hallways, parade, homecoming dance coordination, chaperones, and refreshments. Homecoming Week occurs in the Fall.

**College Night-**Volunteers needed to assist in directing college representatives and students visiting our campus for a night time program on October 30, 2007. Volunteers also needed to assist with refreshments.

**Food and Baked Goods-**Provide food/baked goods on a periodic basis for staff appreciation events, prospective parent coffees, & other events. Does not require you to be present-items may be dropped off or sent with your student.

**Donations/Solicitations-**Volunteers willing to help solicit area businesses for donations for fundraising purposes.

**Book Room-**Volunteers needed to help with the distribution of text books at the beginning of each semester & the collection & re-shelving of books at the end of each semester. Schedule TBD by Book Room Coordinators.

**Landscaping-**Volunteers needed on a twice yearly basis to assist in work days on a weekend at the school. Involves cleaning planters, flower beds, helping with athletic field maintenance, etc.

**Teacher Appreciation Events-**Volunteers needed to help plan and coordinate periodic teacher appreciation events throughout the school year. Events are held during school hours at the school.

**Student Appreciation Events-**Volunteers needed to help plan and coordinate student appreciation events, held at the school during the day. Each house holds a specific event once a year, usually in the Spring,

**UIL Competition-**Volunteers needed to provide for refreshments, judges, etc. at various events hosted by WHS.

**Football Ticket Sales-**Volunteers are needed during the lunch hour on Thursdays and Fridays during football season to sell tickets to students.

**Senior Prom/After-Prom Event-**Volunteers needed to help plan and coordinate Senior Prom Activities. Senior prom is held after school hours on a weekend night in the Spring

**Library-**Volunteers needed daily/weekly to help shelf and catalog books and assist students during school hours (or immediately before and after school). Schedule will be coordinated by the library staff.

**Attendance Office-**Volunteers needed daily/weekly to help answer telephones, take picture ID's, and provide filing assistance to staff and students in the attendance office during school hours. Schedule will be coordinated by the attendance office staff.

**AP Test Monitor-**Volunteers needed during AP testing dates to ensure that testing areas remain secure. AP Test dates are May 5-16, 2008 from 7:30 a.m.-3:30 p.m. at the school.

**Deans Office-**Volunteers needed on a periodic basis to help with filing, answering phones, and distributing tardy slips to students. Schedule will be coordinated by the specific dean's office.

**Field Trip Chaperone—**Volunteers needed to help chaperone field trips throughout the year.

**Tutoring-**Periodic tutors are needed to assist ESL students and other students having trouble with a particular subject. Schedule will be set by specific teachers.

**Special Olympics—**Volunteers needed to assist special education students at both the Area and Regional Special Olympics Games.

**Teacher Assistance-Administrative—**Several teachers have requested volunteers to help with administrative duties such as filing and organizing supplies. Volunteers will be assigned to a specific teacher and schedule will be determined at your convenience and according to the particular teacher's needs.

## Westside High School Forma Voluntaria del Interes

★ Cada voluntario debe llenar la forma su propio. Cheque del ★

Nombre \_\_\_\_\_  
 Direccion \_\_\_\_\_ Apt. \_\_\_\_\_  
 Ciudad \_\_\_\_\_ Codigo Postal \_\_\_\_\_  
 Numero de Telefono: \_\_\_\_\_  
 E-mail Tratar \_\_\_\_\_  
 \_\_\_\_\_ HISD VIPS anos del servicio(incluyendo este ano) Compruebe si sobra 55 anos(Sr. VIPS) \_\_\_\_\_  
 Nombre del Nino \_\_\_\_\_ Decano/Casa \_\_\_\_\_ Grado \_\_\_\_\_  
 Nombre del Nino \_\_\_\_\_ Decano/Casa \_\_\_\_\_ Grado \_\_\_\_\_

**Quisiera ofrecerme voluntariamente en la escuela a ayudar con este programa. \*No puede requerirle estar presente durante el dia de la escuela**

- |                                                                 |                                                                      |
|-----------------------------------------------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> Escritorio De La Informacion           | <input type="checkbox"/> Sitio del Libro                             |
| <input type="checkbox"/> Actividades De La Semana Homecoming*   | <input type="checkbox"/> Aconteciminetos del Aprecio Maestros        |
| <input type="checkbox"/> Noche del Universidades*               | <input type="checkbox"/> Acontecimientos del Aprecio los Estudiantes |
| <input type="checkbox"/> Alimento y Mercancias cocidas al horno | <input type="checkbox"/> Competicion UIL                             |
| <input type="checkbox"/> El Ajardinar                           | <input type="checkbox"/> Ventas Del Boletos de Football              |
| <input type="checkbox"/> Donaciones /Solicitaciones             | <input type="checkbox"/> Prom Mayor/Despues Prom*                    |

**Quisiera ayudar en la escuela con este programa:**

- |                                                 |                                                 |                                                        |
|-------------------------------------------------|-------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> Biblioteca             | <input type="checkbox"/> Oficina del Decano     | <input type="checkbox"/> Ayudante Administriva-Maestro |
| <input type="checkbox"/> Oficina de la Atencion | <input type="checkbox"/> Chaperone del disparos | <input type="checkbox"/> Ayudar Particular             |
| <input type="checkbox"/> AP Pruebe el Monitor   | <input type="checkbox"/> Olympiadas Especiales* | <input type="checkbox"/> Otro:                         |

**Areas de Especialidad:**

( ) Trabajo para un negocio que puede proporcionar las fuentes o las servicios siguientes a la escuela:  
 \_\_\_\_\_

( ) He vivido en un pais extranjero y tengo informacion a compartir en ese pais:  
 \_\_\_\_\_

( ) Me entran especialmente en esta area (ciencia, arte, computadora, idiomas, etc.):  
 \_\_\_\_\_

***Vuelva por favor a la oficiana de la escuela***

## Descriptions of Volunteer Programs

**Welcome Desk-** Greet visitors to Westside and assist with identification check and directions. Welcome Desk is staffed by volunteers between the hours of 7:30 a.m.-1:30 p.m. M-F and during special events during the year. Volunteers usually work a 2 hours shift weekly, bi-weekly, or monthly at your convenience.

**Homecoming Week Activities-** Volunteers needed to help plan Homecoming Week Activities, including decorations of hallways, parade, homecoming dance coordination, chaperones, and refreshments. Homecoming Week occurs in the Fall.

**College Night-**Volunteers needed to assist in directing college representatives and students visiting our campus for a night time program on October 30, 2007. Volunteers also needed to assist with refreshments.

**Food and Baked Goods-**Provide food/baked goods on a periodic basis for staff appreciation events, prospective parent coffees, & other events. Does not require you to be present-items may be dropped off or sent with your student.

**Donations/Solicitations-**Volunteers willing to help solicit area businesses for donations for fundraising purposes.

**Book Room-**Volunteers needed to help with the distribution of text books at the beginning of each semester & the collection & re-shelving of books at the end of each semester. Schedule TBD by Book Room Coordinators.

**Landscaping-**Volunteers needed on a twice yearly basis to assist in work days on a weekend at the school. Involves cleaning planters, flower beds, helping with athletic field maintenance, etc.

**Teacher Appreciation Events-**Volunteers needed to help plan and coordinate periodic teacher appreciation events throughout the school year. Events are held during school hours at the school.

**Student Appreciation Events-**Volunteers needed to help plan and coordinate student appreciation events, held at the school during the day. Each house holds a specific event once a year, usually in the Spring,

**UIL Competition-**Volunteers needed to provide for refreshments, judges, etc. at various events hosted by WHS.

**Football Ticket Sales-**Volunteers are needed during the lunch hour on Thursdays and Fridays during football season to sell tickets to students.

**Senior Prom/After-Prom Event-**Volunteers needed to help plan and coordinate Senior Prom Activities. Senior prom is held after school hours on a weekend night in the Spring

**Library-**Volunteers needed daily/weekly to help shelf and catalog books and assist students during school hours (or immediately before and after school). Schedule will be coordinated by the library staff.

**Attendance Office-**Volunteers needed daily/weekly to help answer telephones, take picture ID's, and provide filing assistance to staff and students in the attendance office during school hours. Schedule will be coordinated by the attendance office staff.

**AP Test Monitor-**Volunteers needed during AP testing dates to ensure that testing areas remain secure. AP Test dates are May 5-16, 2008 from 7:30 a.m.-3:30 p.m. at the school.

**Deans Office-**Volunteers needed on a periodic basis to help with filing, answering phones, and distributing tardy slips to students. Schedule will be coordinated by the specific dean's office.

**Field Trip Chaperone—**Volunteers needed to help chaperone field trips throughout the year.

**Tutoring-**Periodic tutors are needed to assist ESL students and other students having trouble with a particular subject. Schedule will be set by specific teachers.

**Special Olympics—**Volunteers needed to assist special education students at both the Area and Regional Special Olympics Games.

**Teacher Assistance-Administrative—**Several teachers have requested volunteers to help with administrative duties such as filing and organizing supplies. Volunteers will be assigned to a specific teacher and schedule will be determined at your convenience and according to the particular teacher's needs.