

## UHS PTSO VOLUNTEER OPPORTUNITIES

### 2020-2021 PTSO Officers

**President:** Neera Bhatia and Michelle Ritchie

**Vice President:** Molli Hamilton

**Secretary:** Mary Warden

**Treasurer:** Position available

**LSIC Parent Rep:** Position available

**Email contact:** [uhshawksptso@gmail.com](mailto:uhshawksptso@gmail.com)

**Facebook:** University High PTSO

**Twitter:** @UHSPTSO

### **Local School Improvement Council (LSIC)**

**When:** 7-8 times/year - 1st Thursday each month @UHS Media Center, 6 pm

**What:** A state mandated advisory group comprised of the principal, 3 parents, 3 teachers, 2 school personnel, a school business partner, one member at large, and a student representative who is routinely the Student Body President. Members serve alternating 2-year terms. Parent representatives are elected by the UHS PTSO at the beginning of each school year. Meetings are open to everyone. Agenda items need to be submitted one week prior to the monthly meetings. Past meeting minutes are posted on the UHS website.

**Contact:** Mrs. Kimberly Greene, 304-291-9270, or the LSIC Chairperson or any LSIC Member – see UHS website for current membership roster.

### **PTSO COMMITTEES**

#### **Beautification/Environmental**

**When:** Throughout the school year

**What:** The PTSO will arrange several projects throughout the school year to improve the appearance and contribute to an environmentally friendly campus at University High School.

**Volunteers Needed:** Various tasks

**Coordinator:** Volunteer needed

*Email:*

**Coordinator Responsibilities:** Oversees and coordinates outdoor space improvement projects based on the master plan.

#### **Finance/Audit**

**When:** As needed

**Coordinator:** Volunteer needed

*Email:*

**Coordinator Responsibilities:** A third party volunteer who assists PTSO Treasurer in compiling an audit report, if necessary.

## **Fundraising**

**When:** *As needed*

**What:** Plan and organize school fundraising events.

**Volunteers Needed:** To help organize different fundraising events throughout the school year. Fundraisers in the past have included a Craft Show, Ford Event, and Coupon Book Sale. After determining school needs and goals, members may write grants and request donations to support those needs and goals. Find corporate sponsors for activities or events.

**Coordinator:** Volunteer needed

*Email:*

**Coordinator Responsibilities:** Oversee and organize fundraisers and/or determine school needs with Principal, PTSO President, & LSIC Chairperson.

## **Lucy's Dreamweavers**

**When:** *Various times throughout the year*

**What:** The PTSO sponsors a donation closet for students and families in need.

**Volunteers Needed:** for various organizational tasks.

**Coordinator:** Volunteer needed

*Email:*

**Coordinator Responsibilities:** Coordinate with UHS Staff and parent volunteers as well as community organizations in order to maintain the closet.

## **Public Relations/Communications**

**When:** Throughout the school year

**What:** Works with UHS Principal and PTSO President to communicate PTSO activities and events throughout the UHS Community.

**Volunteers Needed:** To assist coordinator as needed

**Coordinator:** Volunteer needed

*Email:*

**Coordinator Responsibilities:** To organize and work with committee to write press releases, develop a local media list, promote UHS throughout the greater Morgantown Community by submitting articles to local media. Develops a UHS PTSO advertisement for publication.

## **Senior Class Activities**

**When:** *Several times during the year*

**What:** The PTSO assists with coordination of Senior Class Activities. The volunteers do not have to only be Senior parents. All parents are encouraged to participate so that they can be familiar with upcoming events for their future Seniors, especially volunteering for the After Prom, which is a 100% community supported and funded event.

**Coordinator:** Volunteer needed

*Email:*

**Coordinator Responsibilities:** Coordinates volunteers for Senior Class activities as needed.

## **Staff Appreciation /Hospitality**

**When:** *Several times during the year*

**What:** The PTSO sponsors dinners and other activities during the year to show appreciation for the UHS staff. This is a rewarding committee that allows you to make a positive impact on the staff's morale.

**Volunteers Needed:** To prepare a food dish or donate drinks/paper products for an event.

**Coordinator:** Debbie Mulhall

*Email:* jdkrm5@comcast.net

**Coordinator Responsibilities:** Oversees all teacher appreciation activities.

### **Student Recognition**

**When:** *A few times during the year*

**What:** The PTSO and the UHS Leadership Team developed the Academic Wall of Excellence to promote and recognize UHS student academic achievements. In coordination with the UHS Leadership Team, ensure the Academic Wall of Excellence and Wall of Fame stay current.

**Volunteers Needed:** To assist in planning a yearly school event to recognize the new honorees.

**Coordinator:** Volunteer needed

*Email:*

**Coordinator Responsibilities:** Work with Principal and UHS Leadership Team and assist with the development of this initiative in support of UHS' school culture.