

OPA and MOPA Volunteer Information

All volunteers and coordinators will work under that direction of the OPAPPO Council. (OPAPPO = Ogden Preparatory Academy Parent Organization). Please contact them for any position that you would be interested in donating your time.

Book Club Leader-

Create and maintain a monthly book club for several reading levels. Students would be required to purchase and read low cost books and participate in a monthly discussion group on the book. **Commitment: Flexible planning and several monthly after school discussions.**

Book Fair - Jean Hampton 394-2236 or jhampton@ogdenprep.org

Plan, coordinate and staff a fund raising book fair in conjunction with the fall and spring parent/teacher conferences. **Commitment: Flexible planning hours with volunteer hours during the fair.**

Book Fair Volunteer-Jean Hampton 394-2236 or jhampton@ogdenprep.org

Set up; take down, stock and cashier at the book fair.

Commitment: Accept a one-hour assignment during the day or evening of the Book Fair

Box Tops and Milk Cap Programs- Beverly Rose 825-8145 or

brose@ogdenprep.org

Organize and run the fund raising Box Tops and Milk Cap Program. This would include motivation and encouragement for the students to participate. Also, sending in the tops and caps for redemption. **Commitment: Flexible hours throughout the school year.**

Carnival Chair-Kim Hunter, khunter@ogdenprep.org or Tony Rose 825-8145 or trose@ogdenprep.org

With help of a committee, plan and coordinate all the detail of the fall carnival fundraiser to be held in September. This would include overseeing game booths, food sales, raffle, purchasing, publicity, setup, cleanup, volunteer coordination and everything else required to make this event successful. **Commitment: Flexible planning hours for the carnival that is held in September.**

Carnival Everything Else Committee-

Help with the sound system, parking barricades, trashcans, food tables, and fulfill electrical needs. **Commitment: Flexible planning hours, afternoon setup, and evening cleanup on the day of the event.**

Carnival Food Committee-Beverly and Tony Rose 825-8145

brose@ogdenprep.org

Plan, acquire, prepare, serve and clean up all the food that will be sold at the Carnival. This will involve menu selection and per event solicitation of food donations or finding the best prices. **Commitment: Flexible planning and preparation hours as well as setup and serving on the day of the event.**

Carnival Games Committee-

Set up all the games for the carnival. This will include prize purchasing, booth staffing and training, setup and cleanup. **Commitment: Flexible planning hours, setup, and cleanup on the day of the event.**

Carnival Publicity Volunteers-

Arrange for all the publicity needed for the Carnival. **Commitment: Flexible hours before the day of the event.**

Carnival Raffle Committee-

Actively solicit donated items to be raffled at the carnival. This would include preselling raffle tickets, packaging and displaying for the raffle items at the carnival. Raffling, distribution, and follow through of unclaimed prizes.

Commitment: Flexible preparation hours and the setup and raffling of prizes on the day of the event.

Carnival Volunteers-Kim Hunter, khunter@ogdenprep.org or Tony Rose 825-8145 or trose@ogdenprep.org

At the carnival help by either setting up tables, running a booth, serving food or cleaning up. **Commitment: ½-1 hours the day of the carnival.**

Choir Director - Lanette Stevens 393-6036 or Deanne Brinkerhoff 334-8555

Recruit students for school choir. Choose appropriate music and direct weekly choir rehearsals. Coordinate with the Principal to create singing opportunities for choir members. Plan an end-of-year party for the choir. **Commitment: Weekly practices throughout the school year.**

Class Safety Chairman-

We would need a chairperson for each teacher K-6 to help build and implement a phone tree. If there were any emergency or need for the phone tree, you would be in charge to make sure each guardian in the class was notified.

Commitment: Flexible hours required in time of an emergency.

Etiquette Dinner Volunteer-

Working with the teachers to organize and run an Etiquette Dinner for the sixth graders. The dinner will include all the element of a fine dining experience, including instruction on dinner etiquette. **Commitment: Flexible hours for this once a year event.**

Family End-of-Year BBQ Contact- Kim Hunter khunter@ogdenprep.org

Plan and oversee the BBQ. Includes food purchasing, setup and cleanup of the BBQ. Commitment: **Flexible planning hours and helping the day of the event.**

Festival de Arte-Shawn Stevens 393-3066

Select a theme, encourage participation among students, arrange for judging of entries, purchase and prepare awards. **Commitment: Flexible planning hours.**

Field Day Volunteer-Steve Pekny 627-3066 or spekny@ogdenprep.org

Carry out assignments in conjunction with field day. **Commitment: Flexible planning hours and supervision during the Field Day event.**

Friday Fun Sales- Kim Hunter, khunter@ogdenprep.org

Plan, staff, and purchase for the Friday Fun Sales each Friday after school. **Commitment: 1 hour a week on Fridays throughout the school year.**

Fund Raising Dinner Chairman-Beverly Rose 825-8145 or brose@ogdenprep.org

Louise O'Farrell 475-4283 or lofarrell@ogdenprep.org

Plan and coordinate all the details of the Spring Fund Raising Dinner. Actively solicit donated item to be auctioned in conjunction with the dinner. Arrange for all the publicity for the dinner. Purchase all the food, paper products and decorations needed for the event. This would include setup and clean up on the day of the event. **Commitment: Flexible planning supervision the afternoon and evening of the dinner.**

Fund-Raising Dinner Volunteer-Beverly Rose 825-8145 or brose@ogdenprep.org

Louise O'Farrell 475-4283 or lofarrell@ogdenprep.org

Under the direction of the chairperson help with all needs for the Fund-Raising Dinner. **Commitment: Planning and preparation hours and or help on the afternoon and evening of the dinner.**

Geography Club Specialist- Pam Schvaneveldt 392-3710

Coordinate, create, and maintain a geography learning experience for OPA and MOPA students. **Commitment: One to two mornings a week for the school year.**

Grant Writer-

With the assistance of the Principal and Academics, submit and actively look for grant opportunities for the school. **Commitment: Flexible hours throughout the year.**

Library Aide-

MOPA-Katheryn Witt 627-3066 kwitt@ogdenprep.org

OPA-Andrea Dosier 627-3066 adosier@ogdenprep.org

Assist with student check-in or check out of books. Reshelf books, label new books, repair books, and other tasks as needed. Training Provided.

Commitment Flexible hours before, during and after school throughout the school year.

School Rewards Programs-

Assist parents in registering for school rewards programs at places such as Smith's, Albertson's, Super Target, and Washington Mutual. **Commitment**

registering our school in programs as needed, flexible.

School Shirts-Gina Woodward

Find the best pricing for quality school shirts imprinted with the school logo. Conduct the student pre-order process, parent payment, final ordering of shirts and dispersing of the shirts. **Commitment Flexible**

Science Fair Chair- Kim Hunter, khunter@ogdenprep.org

Organize yearly Science Fair. Encourage participation. Arrange for judging. Purchase and prepare awards. Organize awards ceremony. **Commitment:**

Flexible planning

Specialty Teacher-

Contact Kathy Thornburg 627-3066 or kthornburg@ogdenprep.org

Robert Mitchell 627-3006 or rmitcell@ogdenprep.org

Occasionally specialty teachers assist in the classroom, teaching subjects such as music, art, physical education, dance, drama, literature, etc. **Commitment:**

Lesson preparation and weekly one-hour teaching in the classroom

SOS (Save One Student) Coordinator-

Recruit, train and organize tutors (parents and community members) to tutor individual students as requested by the OPA and MOPA faculty. **Commitment:**

Flexible hours.

SOS Tutor-

Fill a weekly commitment to assist with individual students. Training Provided.

Commitment: ½-1 hour weekly.

Volunteer Data Base- Sonja Noble 786-1735 or snoble@ogdenprep.org

Under the direction of the Principal, create and maintain the parent volunteer database that tracks and reports the volunteer hours of parents. **Commitment:**

Flexible hour throughout the school year

Washington Mutual Saving Plan Teller- Sonja Noble 786-1735 or snoble@ogdenprep.org

Washington Mutual is providing a free savings plan for interested students that include small incentives for making saving deposits. Two “tellers” will be required to assist students with their banking deposits on each Wednesday. Both tellers will be required to balance out the days banking activities and drive to Washington Mutual to make the deposit. **Commitment: Two hours weekly during lunch.**