

Torrey Pines High School Parent Volunteer Form

PLEASE WRITE LEGIBLY

Your name: _____ Graduation year(s) of students: _____

Email: _____

NOTE: If you are not sure where you would like to volunteer, please only fill out the *section above*. Your name will be added to the master volunteer list and you will be sent an email when additional volunteers are needed for any given event.

Department	Description	Duties	Time	I'm interested
Front Desk	Answering phones, directing visitors/students	Misc. clerical, phones, assisting staff/students	Regularly scheduled shift or substitute	
Counseling	Special Projects/Clerical Sept- January	Filing, misc. clerical, assisting students/staff	Regularly scheduled shift or substitute	
Foundation Office	Clerical/Special Projects	Filing, misc. clerical, assisting staff	Regular and flexible hours or as needed	

Events	Description	Date	Time	I'm Interested
Readiness Days**	Help direct students through registration stations	August 14-17, 2018	8 AM- 10AM / 10 AM- 12 PM	
Challenge Day 2018	Student check-in Adult Challenge Day participants	October 16-19, 2018	7:15 AM - 7:45 AM 7:45 AM- 3:00 PM	
Athletic Physical Night	Physicals Night (only non- medical volunteers)	One evening during 1st week of June 2018	5:00 PM - 8:00 PM	

****Readiness Days Volunteers please drop off form at Foundation Office or email judy.mcparlane@sduhsd.net by August 8, 2018****

Parent Committees	Description	Date	Time	I'm Interested
Spring Fling Event	Assist with planning and running annual Spring Fling event to be held in Spring 2019	Planning meetings likely to start in the Fall	Flexible	
Hospitality	Baking treats for staff and teachers	Periodically throughout the year	As needed	
Teacher Classroom Grants event	Set up, check-in, check-out, food servers, clean up	Mid October	3 PM – 8:30 PM	
Teacher Classroom Grants committee	Committee purchases specific items requested by teachers	October- November	Flexible	
Donor Appreciation Event	Committee plans appreciation event for TPEF donors	Winter 2018	As needed and scheduled meetings	
Teacher Appreciation	Assist with staff luncheon	Spring 2019	10:30 AM- 1:15 PM	
Graduation	Check-in graduates Hand out diplomas	Friday June 14, 2019	2:00 P M- 4:00 PM 5:00 P M- 6:00 PM	
Grad Night (All night party for graduates)	Student check-in All night Chaperone	June 14, 2019 June 14- 15, 2019	10 PM- 11PM 10:15 PM- 5 AM	

**TPHS Foundation ~ 3710 Del Mar Heights Road San Diego, CA 92130 ~ (858) 755- 0125 x2029
TORREYPINESFOUNDATION.ORG**

How do I return the completed form?

Drop off in the Foundation office ~ Scan & email to judy.mcparlane@sduhsd.net ~ return during Readiness Days 2018