



TMSA Volunteers 2011-2012

TMSA Volunteer Opportunity List

The purpose of this list is to centralize volunteer opportunities available to parents to fulfill their hours. This list will be updated throughout the year, and emailed periodically to parents and posted on the school website. Our goal is to give you as many options as possible to meet (and surpass!) the school year volunteer requirements.

To receive credit for volunteer hours worked, all parents are responsible for logging in and out at the school for all school day related activity. To log hours worked outside of the school day and school building, please access the online hours entry form and enter your hours <http://tinyurl.com/TMSAVolunteers>. If you do not have access to the internet and email, please report any such hours to the school secretary and she will ensure those hours are reported to the Student Welfare Committee.

Parents will be notified via email of additional volunteer opportunities throughout the school year as events are planned and opportunities arise.

If you have any questions regarding TMSA's volunteer policy and household requirements, please contact the Student Welfare Committee at tmsastudentwelfare@gmail.com.

Activity	When	Hours Earned	Contact
Cafeteria – Lunch	Daily UA – starts at 10:25 LA – starts at 10:22	Actual hours worked	Teena Mooney Teena.Mooney@mainstreet.edisonlearning.com
Cafeteria – Breakfast	Daily UA – starts at 7:15 LA - starts at 7:15	Actual hours worked	Teena Mooney Teena.Mooney@mainstreet.edisonlearning.com
Carline – Drop off AM Help direct traffic, open car doors	Daily – both Academies 7:15-7:40	Actual hours worked	Academy Directors Joanne Wyckoff – LA Joanne.Wyckoff@mainstreet.edisonlearning.com Sherrod Camp – UA Sherrod.Camp@mainstreet.edisonlearning.com
Carline – Pick Up PM Help direct traffic	Daily – both Academies 3:30 -4:00	Actual hours worked	Academy Directors Joanne Wyckoff – LA Joanne.Wyckoff@mainstreet.edisonlearning.com Sherrod Camp – UA Sherrod.Camp@mainstreet.edisonlearning.com
Front Office Clerical Assistance	Daily – both Academies 7:30 – 4:00	Actual hours worked	Academy Directors Joanne Wyckoff – LA Joanne.Wyckoff@mainstreet.edisonlearning.com Sherrod Camp – UA Sherrod.Camp@mainstreet.edisonlearning.com
Room Parents* 2 per classroom		15 hours granted	Room Parent Coordinators at tmsaroomparents@gmail.com
PTO membership sales at Oz Pizza spirit nights	2 nd Monday of each month – 5-9 PM	Actual hours worked	Melissa Turnipseed, PTO Secretary tmsapto@gmail.com

* Room Parents will be responsible for keeping in frequent touch with the teacher they represent to perform teacher supply “needs assessments” frequently and help organize other parents in that room to fill those needs, in the form of supplies, event arrangements (field trips, birthday celebrations, etc) and other ways we can help keep our teachers focused on teaching. Frequency: As needed, checking in with the teacher about once a week.

PTO membership sales at Chick-fil-A spirit nights	4 th Tuesday of each month – 5-7 PM	Actual hours worked	Melissa Turnipseed, PTO Secretary tmsapto@gmail.com
Book Fair	Dec. 5-9 Both Academies	Actual hours worked	Noel Mayeske, PTO President tmsapto@gmail.com
Family Night – Fall	Nov. TBD	Actual hours worked	Noel Mayeske, PTO President tmsapto@gmail.com
Family Night – Winter	Feb. TBD	Actual hours worked	Noel Mayeske, PTO President tmsapto@gmail.com
Spring Festival	April 21, 2012	Actual hours worked	tmsaspringfestival@gmail.com
3 rd Annual TriCities 10k & 5k Run/Walk	May 12, 2012	Actual hours worked	Tracie Greene Tracie.Greene@mainstreet.edisonlearning.com
Art Night	April / May, 2012 TBD	Actual hours worked	Allison Hanlin Allison.Hanlin@mainstreet.edisonlearning.com
Field Day	Spring 2012 TBD	Actual hours worked	Dwayne Reviere Dwayne.Reviere@mainstreet.edisonlearning.com William Harris William.Harris@mainstreet.edisonlearning.com
Fall 2011 Hands On TMSA parent workday	Saturday TBD	Actual hours worked	Ginger Harbin Ginger.Harbin@mainstreet.edisonlearning.com
Spring 2012 Hands On TMSA parent workday	Saturday TBD	Actual hours worked	Ginger Harbin Ginger.Harbin@mainstreet.edisonlearning.com
Join Georgia Charter Schools Association (GCSA) http://www.gacharters.org/membership/become-a-member/		2 hours earned	Forward confirmation of your membership to tmsastudentwelfare@gmail.com
Classroom Assistance	Daily	Actual hours worked	Room Parent – if you are unsure of your room parent, contact the Room Parent Coordinators at tmsaroomparents@gmail.com
Attend PTO meetings	1 st Thursday of each month – 6:15 PM	1 hour earned per household – make sure you sign in!	
Attend Oz Pizza spirit nights	2 nd Monday of each month – 5-9 PM	1 hour earned per household – make sure you sign in!	
Attend Chick-fil-A spirit nights	4 th Tuesday of each month – 5-7 PM	1 hour earned per household – make sure you sign in!	
Join a PTO committee or fundraising effort	Ongoing	5 hours + actual hours worked	Attend a PTO meeting and talk to the officers, or email them at tmsapto@gmail.com to find out where you can get involved
Join a Board committee	Ongoing	5 hours + actual hours worked	Attend a Board meeting and find out where you can get involved OR email tmsastudentwelfare@gmail.com with your areas of interest
Parent Resource	Ongoing	Actual hours	Laura Calloway, Parent Liaison

Corner – Admin bldg.		worked	laura.callowaybalton@mainstreet.edisonlearning.com
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TMSA’s Volunteer Policy requires each 2-parent household to complete 15 volunteer hours each year, and each single-parent household to complete 10 volunteer hours each year.

Note: All volunteer opportunities that involve directly working with students on school grounds require a background check, and background checks must be updated every 12 months. For the safety of all students, TMSA requires that the background check must be a Federal and State criminal check and run against the published sex offender list.

1. Parents may complete an authorization for the Hapeville Police Dept to run a background check and release the results directly to TMSA along with the cost of this background check. These forms are available at the school office with the school secretary. The cost of the background check is \$20 – cash should be submitted by the parent along with the completed form.
2. Parents may also have a transcript of a current background check forwarded directly to TMSA from their employer or other organization the parent is affiliated with. Any such forwarded background check results must be mailed to TMSA directly in a sealed envelope (mail to: Dr. Ginger Harbin, The Main Street Academy, 3709 Washington Street, College Park, GA, 30337).

All background check results will be kept highly confidential by the Student Services Manager.

Any volunteer with a felony conviction within the last 7 years will not be allowed to work with children, but other volunteer opportunities are available for all parents to complete their required hours.

For all parents with a background check currently on file completed during the last school year, the Student Services Manager will notify parents monthly that their background check is about to expire, so parents can make sure their background checks are current. Those parents with a background check run in August/September 2010 will be notified this week that their background checks need to be updated. A list of approved volunteers will be provided to TMSA staff on the first of each month, updated on a monthly basis.

UA = Upper Academy located at 1805 Harvard Avenue, College Park (grades 3-7)

LA = Lower Academy located at 3480 E. Main Street, College Park (Kindergarten – grade 2)