

# Ways to Earn PTO Hours!



***In a spirit of service***, all families are asked to volunteer 25 PTO hours during the course of the school year to support the life of your child's school and our community. Here are a list of the MANY available volunteer opportunities from now until Jan 1st. To help you stay on track, we encourage families to aim to complete *at least 16 hours* by January 1st. **A few friendly reminders:** Because of the scope of the event, ALL families are asked to complete a minimum of 8 hours for Oktoberfest (Sept. 16-18) and up to 12 hours can count towards your PTO requirement. Also, all families are asked to volunteer a minimum of 3 hours to contribute to the success of our FallFest and/or Spring Gala. Please refer to the individual sign up for details regarding time and Virtus requirements. Thank you for doing your part!

## Daytime Hours?

- Welcome Fair (1-5 hours)
- Comet Shop Fridays (1.75 hrs)\*
- Cookie Fridays (3 hours)\*
- EVERY DAY (M-F) Lunch Distribution (1.5 hrs)\*
- Picture Day (2-4 hours)\*
- Santa Shop (2-4 hours)\*
- Grandparent's Day (1-5 hours)\*
- Driving, Chaperone for Field Trips (varies)\*

**\*NOTE: REQUIRES VIRTUS.**

## Weeknight Hours?

- Coaching & Clubs (Up to 12 hours per season max)\*
- Virtus Training - *from home via Zoom!* (3 hours)
- Attending PTO Meetings (1 hour each meeting)
- Back to School Night (1-3 hours)
- Used Uniform Sale (2-4 hours)
- Grandparent's Day Set Up (2 hours)
- OKTOBERFEST (8 hours minimum; 12 hours max.)

**\*NOTE: REQUIRES VIRTUS.**

**OKTOBERFEST does NOT require VIRTUS.**

## Weekend Hours?

- Coaching (Up to 12 hours per season max)\*
- Fall Clean Up (3 hours)
- Kitchen Clean Up (3 hours)
- Opening Mass Hospitality (1-2.5 hours)
- Fall Fest (1-9 hours)\*
- OKTOBERFEST (8 hours minimum; 12 hours max.)

**\*NOTE: REQUIRES VIRTUS.**

**OKTOBERFEST does NOT require VIRTUS.**

# Ideas for Completing Your 25 PTO Hours:

There are many different ways for many different family needs, so here are a few ways our veteran PTO members have easily achieved theirs!

## My husband and I both work:

*(Divide & Conquer 1.0)*

- 12 Hours (3 shifts) - Oktoberfest
- 3 Hours - Virtus Training on Zoom
- 2 Hours - 1 Cake Walk Donation, 1 Chili Competition Entry to Fall Fest
- 3 Hours - Fall Clean Up (Saturday Morning)
- 2 Hours - Attending 2 PTO Meetings
- 3 Hours - Gala Volunteering
- = 25 hours**

## My spouse works and I have little ones at home:

*(Divide & Conquer 2.0)*

- 12 Hours (3 shifts) - Oktoberfest
- 3 Hours - Virtus Training on Zoom
- 3 Hours - Bounce House at FallFest (Mom)
- 2 Hours - Pour Beer at FallFest (Dad)
- 2 Hours - Attending 2 PTO Meetings
- 3 Hours - Kitchen Cleaning (Sat. morning)
- = 25 hours**

## My spouse coaches and I have little ones at home:

*(Thanks Coach! We've got you!)*

- 3 Hours Virtus Training on Zoom
- 8 Hours (2 shifts) - Oktoberfest
- 12 Hours Coaching Basketball
- 1 Hour - Chili Cookoff at FallFest Participant
- 1 Hour Gala Volunteering
- = 25 hours**

## I work nights & weekends:

*(Weekdays only apply.)*

- 8 hours (Friday setup shifts) at Oktoberfest
- 3 Hours - Virtus Training on Zoom
- 5 Hours - Lunch Distro 5x during the year
- 2 Hours - 2 Cake Walk Donations to Fall Fest
- 4 Hours - Santa Shop Volunteer
- 3 Hours - Field Day Volunteer
- = 25 hours**

## We aren't here Oktoberfest, FallFest, or Gala Weekends:

*(That's ok! You don't have to be!)*

- 4 hours Sept 10 Oktoberfest Cookie Packaging
- 4 hours Sept 14/15 Kitchen or Tickets Prep
- 3 Hours - Virtus Training on Zoom
- 4 Hours - Welcome Fair Volunteering
- 2 Hours Break Down at Back to School Night
- 3 Hours - Grandparents Day
- 2 Hours - 2 Cake Walk Donations to Fall Fest
- 3 Hours - Gala: Solicit Auction Items
- = 25 hours**

## I'm a single parent:

*(Two days only, big PTO hours.)*

- 12 Hours (3 shifts) - Oktoberfest
- 2 Hours - 2 Cake Walk Donations to Fall Fest
- 8 Hours - FallFest Volunteer
- 3 Hours - Virtus Training on Zoom
- = 25 hours**

Helpful notes: 3 (4 hour) shifts at Oktoberfest represent spending one full day volunteering at the event and Oktoberfest is still a great way to knock out almost half of your PTO hours in just 1 weekend! Also, getting Virtus Trained (over Zoom!) and attending monthly PTO meetings are easy hours too!