

McLean High School
Choral Parents Association



Join the Team Whose Choir is 9th in the Nation!

Student: First/Last Name Class of

Student's Email & Phone/Cell

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|-----------------------|-------|------------|------------|
| Parent/Guardian Name: | Email | Home Phone | Cell Phone |
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MHSCPA would like each family to mark at least 2 volunteer opportunities that they are interested in. Your commitment is vital in making this year run efficiently and to encourage our choral students in their pursuit of excellence.

Back-up Treasurer

Contact – Jane Edwards, 703.902.3157 edwards_jane@ne.bah.com

- Back-up assistance to treasurer to include collecting checks if the treasurer isn't present at an event and for checks & balances of choral account.

Secretary/Directory

Contact – Cheryl Jones, 571.730.4792 stucheryl@gmail.com

- Attend monthly board meetings (first Tuesday evening of each month), record and distribute MHSCPA Meeting minutes
- Maintain master list of all choral students

Concert/Event Coordination

Contact – Cheryl Jones, 571.730.4792 stucheryl@gmail.com

- Assist with event planning
 - Help on day of event (Set up and take down of risers, selling and/or collection of tickets, distribution of programs, etc.)
 - Heavy lifting – set construction
 - Printing, copying, collating programs
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Concert Concessions Volunteers

Contacts - Kathryn & Guillermo Manoatl, picantesreal@aol.com

- Assist with set up of tables and food
- Cashier for sales of drinks & snacks at events
- Assist with clean up after concerts
- Baking

Publicity Coordinator

Contact – Cheryl Jones, 571.730.4792 stucheryl@gmail.com

- Send articles regarding upcoming events to PTSA Newsletter and local newspapers
- Assist by contacting local elementary schools to encourage participation
- Assist by providing photos and articles about events to web news sites
- Contact other media for free mention/listing of events (on radio and television news programs)
- Printing/copying and distributing posters

Costumes

Contacts – Kate Gerwig, 703.992.8059 kgerwig@cox.net; Mary Fritz 703.241.9411
Mary.Fritz@verizon.net; & Mary Beth Mohr

- Assist with measuring and ordering of costumes
- Inspecting wardrobe prior to concerts
- Assist with cleaning and collection of costumes

Travel Coordinator

Contact – Cheryl Jones, 571.730.4792 stucheryl@gmail.com

- Coordinate trip details and chaperones
- Assistant coordinator to help with planning of upcoming trips
- Chaperone Performing Arts trip to Myrtle Beach April 15-18, 2010

Sing-a-thon:

Contact – Guillermo Manoatl, picantesreal@aol.com

- Parent drivers/chaperones - locations in downtown McLean (first sing-a-thon: Saturday Dec. 5th)
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Fundraising

Contact – Cheryl Jones, 571.730.4792 stucheryl@gmail.com

- Field fundraising ideas and present them to the Board

Cookie Dough Sales

Contacts – Susan Reddish, 703.283.5382 susan.reddish@verizon.net

or Co-Chair, Joanne Wertz, 703.204.9172 joannewertz@yahoo.com

- Help separate orders when cookies arrive, December 2, 2009

Boar's Head Dinner

Contact – David Rampy, 703.532.0049 davidlram@aol.com

- Co-assistant for event
- Food Coordinator
- Food Prep and Serving (Day prior to and evening of event)
- Decorations
- Set-up (Afternoon of event)
- Clean-up (After event)
- Reservations
- Publicity

Director's Circle Events

Contact – Marji Ross, 703.917.0590 mross@eaglepub.com

- Set-up for event
- Decorations, food, etc

Please let us know of other talents or interests you have and would be willing to share with the choral program this year.

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www.mcleanchoral.org
