

DSJ PTO Volunteer Form for the 2023-2024 School Year

Elementary Families

Name: _____ Phone Number: _____

Email: _____

_____ **Sign me up!** I would love to **join the PTO**, attend monthly meetings, help organize events, and be a part of this great group.

_____ I would love to help, just in a smaller way. Check below all that you are willing to help with.

	I am willing to help unload mums and/or during mum pickup (traditionally 2 nd or 3 rd Saturday in September)
	I am willing to help with school lunches during the festival when the cafeteria is closed (10:40-12 time frame)
	I am willing to help cover lunch & recess times periodically throughout the year (you will be given notice when help is needed)
	I am willing to donate items to feed the teachers during Conference time (traditionally first week in November)
	I am willing to help serve food during the conference meal (around 3:30-6:00pm)
	I am willing to donate items during Catholic Schools Week to feed ALL faculty and staff
	I am willing to help serve food during the Catholic Schools Week luncheon
	I am willing to help with new families (checking in, explaining events like the festival, and being available for questions)
	I am willing to help during the Book Fair (dates unknown, typically help is needed throughout the day 7:30am – 8:00pm broken into smaller time frames)
	I am willing to attend a training and volunteer in the clinic (mom's room) if the Ohio Dept. of Health allows volunteers
	I am willing to help with Field Day (sometime in May) shifts are typically 8-11:15 & 11-2:30



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My Children

Grade for 2023-2024

Volunteer Requirements (for helping AT SCHOOL)

The Toledo Diocese requires volunteers to be up to date with the Diocesan Protecting Our Youth program. Volunteers need to take the Protecting our Youth course every five years, and it is now all done through a program called Virtus. There are also a background check and a requirement to sign the Expectations Form, which are done through a link in the Virtus online program. The Virtus program uses the online Social Security background check and does not require fingerprints. There is a \$25 fee for the background check. Be sure to complete the online training course and the background check. Thank you, volunteers!

If you have previously completed background checks and/or a Protecting Our Youth course at any point before, you most likely already have an account in VIRTUS. If it has been more than 5 years, then you will want to contact Mary Pat Smith, Safe Environment Compliance Coordinator, at the Pastoral Center before you set up a new account. Mary Pat Smith can be reached at cbarr@toledodiocese.org.

New Virtus account set up – https://www.virtusonline.org/virtus/reg_2.cfm?theme=0&org=37396

* There are two ways to pay the \$25 fee. A token validation code can be purchased at the Ministry Center for \$25. That code is then entered when prompted during the Virtus registration process. The other option is to not obtain a token from the Ministry Center and just pay the \$25 fee during the Virtus registration process.

Existing Virtus account login – <https://www.virtusonline.org/virtus/index.cfm>

