



Timber Trace Elementary School

"Committed to Excellence"

Kathy Pasquariello - Principal

Heather Folmar - Assistant Principal

5200 117th Court North, Palm Beach Gardens, FL 33418

Phone 561-366-6200 Fax 561-366-6250

Duncan Volunteer and Families,

We are very excited that your child has agreed to support Timber Trace Elementary School by becoming a school volunteer. Volunteering can be an extremely rewarding position, but also requires a great deal of responsibility. Students will complete various activities as assigned by a cooperating teacher or Timber Trace staff member. In order to create a safe environment for your child as well as all others on campus, students are required to sign a pledge stating they will comply with the items listed below.

Duncan Volunteer Pledge - As a Duncan Volunteer I will:

- Arrive by 8:00 AM and leave for Duncan Middle School by 9:15am.
- Sign in each morning on the computer in my assigned classroom or area.
- Log only the hours that I worked as a volunteer on campus in the VIPS system.
- Remain on campus for the sign-in time to sign-out time.
- Notify my teacher in advance if I will be absent via email or note from parent.
- Demonstrate behavior which is conducive to the learning environment of all students on campus.
- Not use personal electronic devices while on campus including phones, ipads, or any other electronic devices.

We greatly appreciate the support your child will be providing to the school, but also want to emphasize the importance of your child behaving responsibly while on campus. If a student is unable to follow the volunteer pledge, he/she will no longer be eligible to participate in the program. Please contact Mrs. Popiel or Mrs. Rodenroth at 561-366-6229 with any questions.

Please sign below indicating that you have reviewed the pledge above with your child.

Parent Signature: _____ Date: _____

Please sign below that you agree to follow the rules of the student pledge listed above.

Student Signature: _____ Date: _____