

PPP TASKS

PPP TASK	Volunteer Must Use the:
<i>Cone Set Up</i>	Check in/Check Out Feature
<i>Head Checks/Equipment Check</i>	Check in/Check Out Feature
<i>Healthy Lunch</i>	Check in/Check Out Feature
<i>Library</i>	Check in/Check Out Feature
<i>Lunchtime Supervision</i>	Check in/Check Out Feature
<i>Office Support</i>	Check in/Check Out Feature
<i>Recycling</i>	Check in/Check Out Feature
<i>Scholastic Bookfair</i>	Check in/Check Out Feature
<i>Soup Kitchen</i>	Check in/Check Out Feature
<i>Teacher Helpers</i>	Check in/Check Out Feature
<i>Traffic Control</i>	Check in/Check Out Feature

The tasks above require the volunteer to use the computers located in the front lobby to Check in/Check out (you will need your unique OnVolunteer PIN). If you do not Check in/Check out using the computers at the school you will not be credited for the time put in.

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PPP TASK	Once volunteer completes task hours will be credited when:
<i>Building Maintenance</i>	Team Lead Verifies
<i>Flower Sale</i>	Team Lead Verifies
<i>Golf Open</i>	Team Lead Verifies
<i>International Brunch</i>	Team Lead Verifies
<i>Kindergarten Toy Cleaning</i>	Team Lead Verifies
<i>Multimedia</i>	Team Lead Verifies
<i>Pancake Breakfast</i>	Team Lead Verifies
<i>PREP</i>	Team Lead Verifies
<i>Spring Dinner/Dance</i>	Team Lead Verifies
<i>Sports</i>	Team Lead Verifies
<i>Walkathon</i>	Team Lead Verifies

The tasks above require the “Team Lead” to verify that the volunteer completed their assigned task(s). Team leads are to verify within a week of a task being completed.