

PIE Volunteer Information

- Parking
 - Everyone needs to enter the building through the main office to sign-in. The best places to park are either:
 - Directly in front of the building (only use the spaces marked visitor)
 - Anywhere in the upper parking lot
- Sign-in
 - Go to the main entrance; you will need to be buzzed into the building – go into the office
 - All TV schools use the VIPER system so the first time you enter ANY building you will need to provide your license or ID. After the first time, you can just give them your name when you arrive and the office staff will print you a guest sticker.
- School Layout
 - There are 4 classroom hallways known as Top Red, Bottom Red, Top Blue, and Bottom Blue
 - The Red hallways are closest to the Office
 - The Blue hallways are closest to the Cafeteria

- Teacher Locations

Top Red	Bottom Red	Top Blue	Bottom Blue
Mrs. Acinapura	Mrs. Burns	Mrs. Gruin	Mrs. Duriez
Mrs. Burger	Mrs. Gaul	Miss Thees	Miss McCaughan
Mrs. Chirlin	Mrs. King	Mrs. Weaver	Miss Seiple
Mrs. Rotoloni	Mrs. Sanger		Mrs. Troffo

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- Restrooms
 - Volunteers are asked to use one of the following restrooms:
 - Any of the student restrooms
 - The single restroom near the base of the “Red” stairwell (which goes from top red to bottom red)
 - Volunteers are asked not to use the restrooms in the Office or Teacher Lounge unless absolutely necessary
- Copiers
 - There are 2 copiers we can use. You do not need a code to copy.
 - Top floor workroom (beside the Teacher Lounge)
 - Bottom floor book room
- Book Room
 - Go down the “Blue” stairwell (which goes from top blue to bottom blue). At the bottom of the stairs, turn right and go through the double doors.
- Wifi
 - Free wifi is available within the school. The wifi network name and password are posted in the TVEC Office.