

St. Mary Home & School Association

Volunteer Sign Up Sheet

**** Please complete & return to school by Friday, Sept. 5th ****

Parent's Name: _____ Phone # _____

Student Name: _____ Student Grade: _____

Student Name: _____ Student Grade: _____

I would like to volunteer in the following area(s):

_____ Cafeteria Volunteer (circle days available) MON TUE WED THUR FRI

_____ Classroom Volunteer for TEACHER(S): name: _____

AM or PM (please circle) name: _____

Day(s) available (please circle) MON TUE WED THUR FRI

_____ E2 "Enlighten & Enrichment" Program

_____ Kindergarten Graduation Reception Helper (non-kindergarten parents)

_____ Room Parent for TEACHER(S): name: _____

name: _____

_____ Holiday Happening (each grade is assigned an area to work...but if you have time to help in another area as well, please check area(s) you would also like to help)

_____ Bake Sale

_____ Entertainment

_____ Book/Video Sale

_____ Kitchen

_____ Children's Raffle

_____ Publicity

_____ Children's Games

_____ Santa Photos

_____ Coke/Popcorn

_____ Silent & Live Auction

_____ Craft & Gift Room

_____ Tear Down/Clean Up (Sunday)

_____ Decorating/Set Up (Friday)

_____ Lunchroom Monitor MON TUE WED THUR FRI

_____ Library Volunteer MON TUE WED THUR FRI

_____ Computer/Technology Volunteer MON TUE WED THUR FRI

_____ Market Day - ONE Saturday Morning each month for 2 hours

_____ Playground Volunteer MON TUE WED THUR FRI

_____ Public Relations Coordinator

_____ School Clinic

_____ SCRIP Gift Certificate Program

_____ Spanish After School Program

_____ Spirit Shop

_____ Spring Sale

_____ Thursday Folder Stuffer

_____ Uniform Exchange

_____ Special Interest Volunteer (please provide brief description of talents/interests below)

Other comments/suggestions:

St. Mary Home & School Association

Volunteer Information

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Volunteers are greatly needed throughout the school year. Please be as generous with your support as you can. Volunteers can be parents, grandparents, other family members & caring friends! **REMINDER: All volunteers must have completed the no-cost "Protecting God's Children" Workshop and provide a copy of the class completion certificate to the school office (visit www.virtus.org for upcoming class schedules). You must also be fingerprinted with the Lancaster Police Dept. – Hours: Mon – Fri 8am – 4pm. This form is available in school office.** A description of each area follows. Indicate any areas you can help with on the Volunteer Sign Up Sheet.

Cafeteria Volunteers – Individuals assist with lunch preparation, serving and clean up. Your lunch is included on the days you work.

Classroom Volunteer – Our teachers need and appreciate assistance in their classrooms throughout the week. Work will vary depending on the grade level and teacher.

E2 Committee – Supports our "Enlighten and Enrichment" Program at school. Programs such as the After School Spanish Program, School Assemblies, Class Field Trips, Accelerated Reader and Accelerated Math programs are organized through this committee many times during the school year. We are currently searching for a Coordinator for this department. Contact a Home & School Representative for information.

Room Parent – This volunteer would assist the teacher in the area of organizing and contacting other parents for their help with class parties, field trips, class projects, etc.

Thursday Folder Stuffer – Individuals would assist in assembling our Communication Envelopes containing important school information which is sent home each Thursday to every St. Mary Family (sent with the youngest or only child). Stuffers meet on Wednesday afternoons (from 12:30pm – 2:30pm) to fill the envelopes for our students to take home. Coordinator: Eileen Gundelfinger at 740-277-7063.

Kindergarten Graduation Reception Helper (non-kindergarten parents) – A reception is held after the K-Kid graduation in May. Volunteers from non K-Kid families are asked to help serve punch & cookies so that all Kindergarten families can enjoy this celebration.

Library Volunteer – Individuals will assist our librarian, Mrs. Julie Lindsey, in various areas as needed

Playground / Recess Volunteer – Help is needed on the playground to assist with recess supervision from 11:15 to 12:15 (or any part of that time). This is a great way to get to know our student body and observe your own children at play. Siblings are also welcome to play. **NOTE: Emphasis is placed on 6th, 7th, & 8th Grade Parents to volunteer. If there aren't volunteers, the children will NOT go out to recess.** Coordinator: Susan Rose at 740-654-7803.

PR Coordinator – Individual would work with Mr. Rider to provide information to the local newspaper and radio station regarding the various activities happening during the school year.

Computer / Technology Department Volunteer – These individuals assist Mrs. Blom in various areas as needed.

Lunchroom Monitor – These volunteers assist Mr. Rider in monitoring lunchroom activity Monday – Friday from 10:45 a.m. until 12:15 p.m. (or any part of that time). Please indicate any dates/times that you would be available to help.

School Clinic – Nurses or other trained medical professionals are sometimes needed to substitute in the school clinic. If interested, your name will be given to the school office and you will be contacted.

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Spanish After-School Program – This is our 5th year for this wonderful program. Jennifer Spiegel, Fisher Catholic High School's Spanish Teacher, will continue to be our Facilitator! Volunteers are needed after school one day per week to help Jennifer during the class.

Special Interest Volunteers– Our teachers are always grateful to a parent / relative / friend who can donate their time and knowledge to enrich our children's education. If you have a special skill, hobby or interest that you would like to share with our children, please let us know. Some examples: artists, writers, athletes, linguists, musicians, Civil War expert, etc.

Spirit Shop - We will have a variety of "Spirit Items" available for sale in the Spirit Shop located around the corner from the school office. Volunteers are needed to staff the shop when open (2 - 3 times per week, morning and after school).
Coordinator: Brandy Hollett at 740-277-8637.

Uniform Exchange– A great way to trade in your uniforms that no longer fit for ones that do! This exchange will be held twice per year, Summer and late May.
Coordinator: Norah Ginty at 740-681-9647.

FUNDRAISERS

SCRIP - This is our 5th year for this fantastic program which includes tuition credit for following school year!. It is "free money fundraising"! Just purchase SCRIP gift cards/ certificates for your normal purchases (gas, groceries, dining out, shopping, etc) and we receive the benefit! You pay dollar for dollar...no cost for you to participate...just a few minutes of your time to order. (Example: \$100 of Speedway Gas will cost you \$100). Last year our school made a profit of over \$79,000.00!!! Our goal this year is to meet or exceed this value.
Contact: Erica Gaib at 740-756-4314 or Deanna Ventura at 740-756-7107.

Holiday Happening – *Saturday and Sunday, November 8th & 9th*. This event is still our school's largest fundraiser and is presented by the St. Mary Home and School Association. It includes a Silent & Live Auctions, Children's Raffle, Bake Sale, Book / Video Sale, Games, Food, Christmas Closet, Live entertainment & more. This event generates more than half of our annual budget and requires many volunteers. Parents of students in each grade level are assigned a particular area to help out. Please help as much as possible in your area when contacted. Last year's total profits were over \$32,000.

Market Day – This is a food co-op offering top quality meats, vegetables, desserts and lunchbox items. There's a 100% satisfaction guarantee and name brand products such as Tyson & Campbell's. A profit of 10% or more for our school is made on all items. November is pie sale month! Orders are placed each month in advance and picked up on a Saturday each month between 9:00-10:00 a.m. in the Spirit Center. Volunteers are needed (approx. from 7:30 a.m. to 10:00 a.m.) to help with distribution of these items on the morning of pickup. All Market Day profits directly fund the E2 (Enlighten & Enrichment) Programs. Last year's profits were over \$6200.00.

**** When YOU purchase Market Day products, YOUR child, along with other classmates, are entitled to participate in the FREE programs offered by E2 (Enlighten & Enrichment)!!!!!!**

Chairperson: Kendra Gundelfinger at 740-654-6625.

Spring Sale– Every spring we organize a spring sale. Donations of any household items, gently used clothing, books, furniture, & toys are welcomed for this sale. Items remaining at the end of the sale are donated to charity.
Coordinator: Lynann Shea at 740-654-4485.

Meijer Community Rewards Program is a donation given by Meijer to schools based on the amount of purchases you make. Enroll by completing an application by mail or online at www.meijer.com/rewards and you will receive a Guest Card. ***(Please designate our School Code #354246)***. Each time you shop, present the card at check out and your total amount spent will be registered for our school. It's that simple. Give extra cards that you receive to family & friends and their purchases will also count! Checks are sent from Meijer to our school monthly.

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Target Stores – when shopping at Target stores, 1% of your purchases made on your Target Guest Card will be automatically donated back to our school. THIS IS FREEMONEY! Just designate St. Mary School on your application, or if you already have a Target Card, just call 1-800-316-6142 to have our school name added to your account. This is not limited to parents...any one can participate and designate St. Mary School to receive the donation. Our school's involvement also allows for access into other Target programs, such as their Mentoring Program, Teacher Scholarships for continuing education and college scholarships for our children.

Irish Gear – We offer uniform shirts, uniform sweatshirts, jackets & bags as a part of the APPROVED dress code. They are embroidered with “St Mary Irish” wording around a shamrock logo. They look great on our students and are made by our school family the DiPaolo's. Their company, Walnut Creek Embroidery, offers these well made shirts at a great price! Please consider them when buying back to school clothes for your children, or spirit clothing for all! A percentage of these purchases is donated back to our school.

Coordinator: Jane Dodds (740-654-6288).

St. Mary Home & School Association Quick Reference Guide

Kimberlee Clark-Detwiler, **President** (614-833-4258)
Sally Adkins, **Vice President** (614-834-5487)
Cheryl May, **Secretary** (740-653-8009)
Eileen Gundelfinger, **Treasurer** (740-277-7063)

IMPORTANT DATES & INFORMATION FOR 2008-09 SCHOOL YEAR

Home & School Meetings

September 2, 2008	(8:10 am)
October 7, 2008	(7 pm)
November 4, 2008	(8:10 am)
December 2, 2008	(7 pm)
January 6, 2009	(8:10 am)
February 3, 2009	(7 pm)
March 3, 2009	(8:10 am)
April 7, 2009	(7 pm)
May 5, 2009	(8:10 am)

Meetings are held
in the Spirit Center



Market Day Pick Up Dates

September 13, 2008
October 11, 2008
November 8, 2008
December 6, 2008
January 17, 2009
February 14, 2009
March 14, 2009
April 18, 2009
May 16, 2009
June 13, 2009

Spirit Center
9:00 – 10:00 am

OTHER WAYS TO HELP:

Target Credit Card

1% rebated back to St. Mary's

Campbell Soup Labels

Redeemed for new equipment

Meijer Community Rewards

Register to receive card used
at checkout to record
purchases and % is donated
to our school!

Our School Code is #354246

Ink Cartridges &

Old Cell Phones

Recycling Programs
School redeems for \$\$

Tyson Project A+

Collect part of Tyson
frozen food labels
for cash bonus

"ST. MARY IRISH"

Approved Uniform
Golf Shirts, Sweatshirts,
Jackets & Bags

Order in fall & spring

Fall Order Deadline:

Send to school office
By September 5th.

Call Jane Dodds
740-654-6288

SCRIP GIFT CERTIFICATE PROGRAM!

Order by
Monday 10 am
for delivery by
Wednesday Noon
each week.

Make checks payable
to: SMH&S SCRIP

Questions? Call any of
the H&S officers.

HOLIDAY HAPPENING NOV 8th & 9th

Our Biggest
Fundraiser!

Great fun, great food.

Please be generous
with your time, talents
& support!