

Name \_\_\_\_\_ Phone Number \_\_\_\_\_ Email \_\_\_\_\_

## St. Croix Catholic School 2008 – 2009 Volunteer Opportunities

Become an involved member of your child's school – it's your participation that makes SCCS a great place for our kids. The **SuCCesS** of **SCCS** depends upon EVERYONE becoming involved. Please check the events and/or volunteer positions you would like to try or you would like to learn more about.

### Year Round:

\_\_\_\_\_ **Lunchroom Volunteer:** Be a helping hand with the students during the school lunch hour (approximately 11:00 – 1:15 once a week) Enjoy lunch with your child as you help wipe tables, open milk cartons and supervise. A staff member provides direct supervision. In the winter, assist and supervise K – 2 students as they put on or remove outside clothing. (One person needed per day.)

What day(s) are you available? M \_\_\_\_\_ T \_\_\_\_\_ W \_\_\_\_\_ Th \_\_\_\_\_ F \_\_\_\_\_  
Would you like to coordinate the lunchroom volunteer schedule? Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_ **Volunteer Lunch Server:** Assist staff to serve meals and supervise students as they go through the lunch line. (approximately 11:00 – 1:00 once a week). (One person needed per day.)

\_\_\_\_\_ **Playground Volunteer:** Supervise students during outside and occasional inside recess periods (approximately 11:15 – 12:45 once a week) A staff member provides direct supervision. Enforce playground guidelines and safety rules (Two people needed per day.)

What day(s) are you available? M \_\_\_\_\_ T \_\_\_\_\_ W \_\_\_\_\_ Th \_\_\_\_\_ F \_\_\_\_\_  
Would you like to coordinate the playground volunteer schedule? Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_ **Before and After School Creative Kids Club Substitute:** (This is a paid position and would only be needed occasionally): Supervise students including inside and outside play, crafts, homework, games.

\_\_\_\_\_ 7:00 am – 9:00 am      \_\_\_\_\_ 8:00 am – 9:00 am      \_\_\_\_\_ 3:15 pm – 5:15 / 6:15 pm

\_\_\_\_\_ **Redemption Programs:** Help collect from classroom areas, cut out, sort, count and mail labels, milk caps etc. Time commitment can be minimal during school hours. You would be able to work with someone who has already done this. Milk Caps – Kemps, Land O'Lakes, Milk Moola  
General Mills Box Tops

\_\_\_\_\_ **Small Group Tutoring in our Resource Classroom:** During the school day; minimum of once a week commitment. Training provided.

\_\_\_\_\_ **Reading Buddies Program:** Lead small groups of children to improve their reading skills. You will be trained and materials are provided. Once a week for 1 – 2 hours commitment.

\_\_\_\_\_ **Junior Great Books:** Reading program with a focus on great literature. Facilitate the program with a group of approximately 10 students 1 day/week during the school day. Each session is 8 – 10 weeks. Training provided.

\_\_\_\_\_ **Art Adventure:** This is a Minneapolis Institute of Art program. Volunteers receive training and spend time in classrooms presenting works of art and leading art activities with students.

\_\_\_\_\_ **Library Assistance:** Shelving books, computer data entry, book repair.

\_\_\_\_\_ **Classroom Volunteers:** Teachers will have sign-ups to help out in the classrooms or on field trips. Check with your child's teacher.

\_\_\_\_\_ **Yearbook Assistant** – Assist Yearbook staff advisor and help supervise students. After school hours.

\_\_\_\_\_ **Grant Writing:** Many foundations offer funding opportunities for technology, specific projects, and new programming, but we need skilled volunteers to do the research and application process. Most of this can be done from home on your own time schedule.

\_\_\_\_\_ **Hospitality Desk Greeter:** greeting and directing visitors to the building. Ideal for parents or grandparents.

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\_\_\_\_\_ **Middle School Play Assistance:** Making costumes, making sets.

\_\_\_\_\_ **Office Help:** Answering phones, monitoring door security (buzzing visitors in) on an occasional basis.

\_\_\_\_\_ **Coordinate School Participation Sundays** at the tri-parishes. One weekend each trimester.

\_\_\_\_\_ **Assist at Knights of Columbus Pancake Breakfasts** to benefit SCCS. Usually two Sunday mornings per year. This includes set-up, busing tables and clean up. Your entire family can help.

\_\_\_\_\_ **Alumni Database:** This can be an at-home activity involving updating (by calling to verify information) and data entry of alumni information.

## Home and School

\_\_\_\_\_ **Join our Home and School Committee:** we meet on the first Monday of the month to plan and organize fundraising, social events and school activities.

\_\_\_\_\_ **Teacher Appreciation:** Prepare a meal/dessert/snack for parent teacher conferences in the November or February or for our spring Teacher Appreciation breakfast.

\_\_\_\_\_ **First Communion Reception:** Planning and assisting during Eucharistic Procession and Lunch/Reception for First Communicants.

## Publicity & Marketing Committee

\_\_\_\_\_ **Join our Committee:** Meets approximately monthly. Collecting information and writing articles to be used in school publications (FYI), parish bulletins, and local media.

\_\_\_\_\_ **In The News Bulletin Board:** Organize and keep displays of newsworthy events and accomplishments of SCCS students, their families, and alumni.

\_\_\_\_\_ **Photography:** Taking pictures of school events and classrooms for the school website, promotional publications, and publicity. Taking pictures for First Communion, Teacher Appreciation events, Grandparent Day, etc. Must have your own camera and ability to send photos digitally.

## Booster Club

\_\_\_\_\_ **Join the Booster Club:** meets monthly on the second Monday of the month to organize and support extracurricular activities at SCCS.

\_\_\_\_\_ **Tournament Planning and Organization**

\_\_\_\_\_ **Coaching CAA teams:** basketball, volleyball, soccer, softball, baseball (Circle one or all!)

\_\_\_\_\_ **Concession sales** during home games and tournaments.

\_\_\_\_\_ **Spirit Wear Sales:** compile and order items, count money and prepare deposits, help bag and distribute orders.

\_\_\_\_\_ **Lego League Coach/Team Parent** – organize practices, advise students, provide snacks.

## Endowment Committee

\_\_\_\_\_ **Join our Committee:** The Endowment Fund is an important source of funding for our school. Activities include fundraising, operational, date entry, special events.

**Grandparents' Day Assistance (April 24) :**

\_\_\_\_\_ Planning Committee

Name \_\_\_\_\_ Phone Number \_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_ Greet and assist visitors

\_\_\_\_\_ Serve Refreshments

## Fall Events



\_\_\_\_\_ **Hospitality for our Accreditation Team:** A team of 12 educators from other schools will be at our school October 21, 22, 23. Help plan, set-up and provide brunch, snacks, lunch. This can be homemade or purchased.

\_\_\_\_\_ **Picture Day:** Assist with the collecting and processing order forms and money for photo day. Go to classrooms to get groups of students. One time per year commitment (September 18) in the fall. Morning and early afternoon time frame.

\_\_\_\_\_ **Fall Vision Screening:** Assist with the screenings conducted by the school nurse. Go to classrooms to get groups of students. One time per year commitment (October 2). Usually morning hours.

### Marathon for Non-Public Education Events:

\_\_\_\_\_ Assist classrooms during service activities.

\_\_\_\_\_ Money Counting (requires a credit background check in addition to a general background check).

\_\_\_\_\_ Assist with incentives and reward events and parties.

## Winter Events



\_\_\_\_\_ **Kindergarten and Preschool Information Night:** (January 12, 6:00 – 8:00 pm) Meet and greet prospective parents and children; assist teachers with classroom activities; give tours of the facility to interested parents.

\_\_\_\_\_ **“Love is in the Air” social event and fundraiser for SCCS and SCVFF: (event is February 20, planning begins in December)** Assist with planning and running the event, set up and clean up.

**Book Fairs (January):** Assist with setting up, taking down, assisting students to choose items, taking payments.

## Spring Events



\_\_\_\_\_ **Book Fair (May):** Assist with setting up, taking down, assisting students to choose items, taking payments.

\_\_\_\_\_ **School Carnival:** Assist with planning, set-up, clean-up, ticket sales, activity supervision during the event. Two individuals to coordinate this event are also needed. Would you like to volunteer to be a coordinator? \_\_\_\_\_ Yes.

\_\_\_\_\_ **Spring Luncheon: (event is in April 18, planning begins in January)** Assist with planning and running the event, prepare food for the event, set up and clean up.