

St. John XXIII Catholic School
PARENT SCHOOL COUNCIL (PSC)

Volunteer Form

Parent Name

We realize that people have very busy schedules, however, we are asking you to carefully review the following opportunities to see if you can make a volunteer contribution during the 2015-2016 school year. We would like to see all these initiatives take place, but if there is not sufficient involvement or interest, we will not be able to provide them. Please check off any areas that you are able to help out with and include your name, phone number, email address, and classroom on the **BACK OF THIS FORM**. You will be contacted by the committee to confirm your commitment.

Please return this form back to school with your child by

Wednesday, September 23, 2015.

1. Bulletin Boards (school bulletin board in front entrance & PSC bulletin board by the office) – Decorate board on a monthly basis with themed decorations, upcoming events and information to be communicated.

Coordinator: Adrienne Little

☐ Yes, I can help with this committee

2. Outside School Sign – Change messages on a monthly basis with upcoming events, information and inspirational messages to be provided).

Coordinator: Vera Mazurak

☐ Yes, I can help with this committee

3. School Yearbook – Compile pictures submitted from classrooms and school to be considered for the yearbook. Work with printing company in the preparation, layout and printing of the school yearbook.

Coordinator: Roberta Carriere & Janelle Jaksitz

4. Classroom Representatives (minimum one for each class) – with the collaboration of the homeroom teacher, gather classroom specific information to be presented in person or by e-mail to the chairperson at monthly PSC meetings. Position can be shared and rotate attendance at PSC meeting. Taking any PSC meeting info and taking it back to the teacher.

☐ Yes, I will be a classroom representative Classroom _____

5. Halloween Family Dance – one- time event organization including set-up, decorating, coordinating events that take place during the dance, and clean-up.

☐ Yes, I can coordinate this committee

☐ Yes, I can help with this committee

6. Poinsettia Sale – one- time event organization including sales and distribution of poinsettia plants before Christmas.

Coordinator(s): Jody Greene and Adrienne Little

☐ Yes, I can help with this committee

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7. **Spell-a-thon** – one- time event organization including obtaining prizes, making prize bags, distribution of sponsorship forms, and counting collections.

☐ Yes, I can coordinate this committee

☐ Yes, I can help with this committee

8. **Club Moo, Milk Distribution, and Recycling** – milk is distributed to classrooms on Mondays, Wednesdays and Fridays. Cartons are collected and rinsed for recycling. Volunteers are scheduled based on their availability

Coordinator: Lucille Yuzda

☐ Yes, I can help with this committee

9. **Hot Lunch** - once a month to help with lunch distribution. Date for hot lunch to be determined by coordinator. (**Can order online at popejohn@hotlunches.net**)

☐ Yes, I can coordinate this committee

☐ Yes, I can help with this committee

10. **Occasional Daytime Help** – may include food preparation, food distribution, event set-up, decorating. Volunteers will be contacted on an as need basis.

☐ Yes, I can help Describe availability: _____

11. **School Clothing** – utilize a supplier to obtain samples for a one time order and distribution of purchased school clothing.

Coordinator(s): Sara Chappel

☐ Yes, I can help with this committee

12. **School Supplies** – utilize a supplier to organize a one- time event to order school supplies for the following school year.

☐ Yes, I can coordinate this committee

☐ Yes, I can help with this committee

13. **Grade 4 Banner** – assist with the design and making of the banner hung in the school representing the students that will be moving to OLA next year.

☐ Yes, I can help with this committee

14. **Our Lady of Angels Church Liaison** – decorate bulletin board at the back of the church with various artwork submitted by teachers and communication of school events and activities.

☐ Yes, I can be the liaison

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15. **Newspaper Liaison** – submission of pictures and communication of school events and activities for consideration in our local newspaper. (list of contacts will be provided to you)
- ☐ Yes, I can coordinate this committee
16. **Drama Club** – assist the Drama Club coordinator, with planning and execution of major drama events occurring in the spring. Activities may include prop development, set-up, announcements, and organizing activities.
- ☐ Yes, I can help with this committee
17. **OLA and JPII Representative** – attend PSC monthly meetings and present relevant information regarding the activities and events occurring at OLA and JPII. This position is most easily filled by a parent with a child at OLA and/or JPII.
- ☐ Yes, I will be the OLA Representative
- ☐ Yes, I will be the JPII Representative
18. **Book Fair** – assist Mrs. Buban with the annual book fair event. Activities can include, set-up, assisting during the day with book purchases and orders, counting money, and clean up. Book fair is scheduled to coincide with Parent-Teacher Interviews.
- ☐ Yes, I can help with this event
19. **Counsellor Plan Meetings Representative** – twice a year (November and June) a parent is required to look over the Counsellor plans and give suggestions if any, to assist our counsellor.
- ☐ Yes, I can be a representative for these bi-yearly meetings.
20. **Bottle Drive Fundraiser** – to assist with our bottle drive/drop-off fundraiser.
- Coordinator: Michelle Stubbard**
- ☐ Yes, I can help with this event
21. **Strawberry Basket Sale** – one- time event organization including sales and distribution of strawberry plants before Mother's Day.
- Coordinator(s): Adrienne Little**
- ☐ Yes, I can help with this committee
22. **Fun Day Cooking Volunteers** – one- time event for cooking hot dogs and organizing and distributing the hot meals to all students within the school.
- ☐ Yes, I can help with this committee

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23. **Spring Dance** – one-time event organization including set-up, decorating, coordinating events that take place during the dance, and clean-up.

☐ Yes, I can coordinate this committee

☐ Yes, I can help with this committee

24. **Apple Program**- weekly apple distribution within all classrooms in the school.

Coordinator(s): Vanessa Laybourne

☐ Yes, I can help with this committee

On behalf of Parent School Council, a huge thank you to everyone who has already submitted their names to coordinate or to help out with programs this year and to all of those who have volunteered in the past ---your time and efforts for our school are so much appreciated!

Parent's Name: _____

Contact Phone Number(s): Home _____

Cell _____

Email address: _____

Child Classroom(s): _____

Together, we can make a difference!