



St. Andrew Apostle Parent Association
2009 - 2010 Volunteer Checklist

Parent Name(s): _____ E-mail: _____

Phone #: _____ Youngest Child: _____

EVENT/ACTIVITY	DATES DURING 2009-2010	HOW CAN YOU HELP???	CONTACT PERSON(S)
YEAR-ROUND OPPORTUNITIES			
Homeroom Parent	Attend SAPA meetings & communicate information to teachers and parents; plan various holiday parties for the classroom.	Sign up at BACK TO SCHOOL NIGHT, Tuesday, September 15th (1-2 parents per homeroom).	Monica Akonnor 301- 317-5527
Hot Lunch Program	September - May 11am - 1pm	___ I can serve pre-ordered food to the children	Giselle Rosales 301- 649-5559 Melanie Kmetz 301- 649-6885 Alessandra Carelli 301- 879-1681
Milk & Ice Cream	September-June 11:20 am - 1pm	___ distribute to children during lunch periods	CHAIRPERSON NEEDED!!!
Health Room Parent	September - June 11:30am - 1:30pm	___ Physicians, nurses or EMTs needed to monitor and assist students who are ill and attend to minor injuries	Amy Ratcliffe 301-649-3555
St. Andrew's School Store	Open 7:40-8am M-W-F	___ Parent supervisor (school supplies, uniforms, etc.)	Betsy Deluca 301-570-8848
Library Aide	Varies by need	___ Assist as directed by Librarian during school day	Ms. Bentley 301-649-3555
Sport Teams	Varies by season	Coach a sport: ___ Soccer ___ Baseball ___ T-Ball ___ Basketball ___ Track	Carrie Meyer 301- 802-0844
SCHOOL FUNDRAISERS			
Sally Foster Gift Wrap Sale	Sale runs Sept 4 th - Sept 25 th Delivery Date- November 2 nd	___ Tallying Orders ___ Parish Picnic Sales (Sept 13 th) ___ After Mass Sales (Sat., Sept 12 & 19 and Sun., Sept 13 & 20) ___ Delivery Day (Nov. 2 nd)	Martina Childress 301-585-5526 Jodie Philips 301-933-3329 Cornelia Kent 301-455-7863
Movie Night	Saturday, Sept 26 th	___ Set Up ___ Advertise ___ Clean Up ___ Serve Snacks	Jennifer Noell 301-879-3229 Lisa Luksic 301-593-2908 Kate Mazzara 301-384-5330

Art to Remember	Campaign runs from September - December	___ Tally orders ___ Disburse Products in December	Mindy Wanat 301-460-3719
Holiday Gift Show & Craft Fair	Saturday, Nov 14 th	___ Advertising ___ Bake (Other) ___ Raffles ___ Baskets ___ Set Up ___ Clean Up ___ Kitchen/Food Prep ___ Bake Southern Living ___ Put me wherever you need me	CHAIRPERSON NEEDED!!!
Secret Santa Shop	During school hrs Dec. 18 th During Breakfast & Lunch w/ Santa Dec. 12	___ Set Up ___ Shop for gifts ___ Help children shop ___ Cashier	CHAIRPERSON NEEDED!!!
Breakfast and Lunch with Santa	December 12 th	___ Set Up ___ Tally RSVPs ___ Kitchen/Food Prep ___ Clean Up	CHAIRPERSON NEEDED!!!
Kids Bingo	Feb. 12 th	___ Set Up ___ Clean Up ___ Bake ___ Bingo Caller ___ Collect/Purchase Prizes ___ Tally RSVPs ___ Purchase & distribute pizza	Melanie Farace 301-593-5019
Adult Bingo	Saturday, Feb. 20 th	___ Set Up ___ Clean Up ___ Tally RSVPs ___ Advertise Prizes ___ Bingo Caller	CHAIRPERSON NEEDED!!!
Claire's Cakes	Sale runs Feb. 19 th - March 11 th Delivery Date March 29 th	___ Prepare packets for each family ___ Advertising ___ Tally orders ___ Distribute orders at school ___ Sell after mass	Ellen Lafferty 301-587-2930
Spring Gala	April 24	___ Set-up ___ Sell Tickets ___ Advertising ___ Games ___ Raffles ___ Sponsors ___ Clean up ___ Food ___ Solicit Donations ___ Prepare Auction Booklet	CHAIRPERSON NEEDED!!!
SOCIAL EVENTS AND ACTIVITIES			
Back to School Parish BBQ	Sept 13 th	___ Purchase supplies ___ Serve Food ___ Set Up ___ Clean Up	Melanie Farace 301-593-5019
Back to School Night	Sept 15 th	___ Bake items ___ Set Up ___ Clean Up	Fran VanBrockin 301-774-9156
Halloween Party (Grades Pre-K - 3rd)	Oct. 31 st	___ Set Up ___ Clean Up ___ Run children's activities ___ Kitchen/Food Preparation	Piedad Jacome 301-989-1162
Staff Christmas Luncheon	Dec. 18 th	___ Set Up ___ Clean Up ___ Bake ___ Kitchen/Food Preparation	Robin Tomaselli 301-989-1154
Catholic	Jan. 31 - Feb. 5 th	___ Set Up ___ Clean Up	Fran VanBrockin

Schools Week Open House		___ Bake ___ Welcome prospective parents	301-774-9156
Science Fair Judge	A Saturday in Jan or Feb	Judge: ___ Biology ___ Earth Science ___ Chemistry ___ Engineering ___ Physics ___ Math	Martha Lester 301-649-4199
Teacher Appreciation Serendipity	May 3 rd - 7 th	Events to be determined	Robin Tomaselli 301-989-1154
Community Sunday	As needed throughout the school year	___ Provide meals to families in need ___ Mail, visit or phone support ___ Prayer chain	Dawn Ford 301-871-5842 Jennifer Noell 301-879-3229
Hospitality Committee	February 14th	___ Responsible to refreshments after all masses on that day	See Any SAPA Board Member
	As needed throughout the school year	___ Provide snacks for Back to School night and various social events	Fran VanBrockin 301-774-9156