

2007 – 2008 School Parent Support Program

St. Andrew Apostle Parent Association 2007 – 2008 VOLUNTEER CHECKLIST Keep this copy for your records.

Year long opportunities to earn volunteer hours while being part of your child's day:

EVENT/ ACTIVITY	DATES DURING 2006-2007 SCHOOL YEAR	HOW YOU CAN HELP! (CHECK ALL THAT APPLY)	CONTACT PERSON(S)
HOMEROOM PARENT/SAPA CONTACT	Attend SAPA meetings and communicate info. with homeroom parents; collect money for & plan Halloween, Christmas, Valentines & year-end parties	(Specify which class, by teacher's name) <input type="checkbox"/> Kindergarten _____ <input type="checkbox"/> 1st _____ <input type="checkbox"/> 2nd _____ <input type="checkbox"/> 3rd _____ <input type="checkbox"/> 4th _____ <input type="checkbox"/> 5th _____ <input type="checkbox"/> 6th _____ <input type="checkbox"/> 7th _____ <input type="checkbox"/> 8th _____	Juanita Cerullo 301-388-0379
HOT LUNCH PROGRAM	Sept – May 11am -1pm	<input type="checkbox"/> Serve pre-ordered food to the children	Corinne Smith 301-949-9541 Melanie Kmetz
MILK & ICE CREAM	Sept. – June 11:20 am – 1pm	<input type="checkbox"/> Distribute to children during lunch periods	Janine Fortes 301-460-1923
LUNCH & RECESS HELP	Sept. – June 12:20 – 1:25pm	<input type="checkbox"/> Monitor children during recess	Peggy Mazzola 301-649-3555
HEALTH ROOM PARENT	Sept – June 11:30 am-1:30 pm	<input type="checkbox"/> Physicians, Nurses, or EMT's needed to monitor and assist students who are ill or attend to minor injuries	Amy Ratcliffe 301-649-3555
ST. ANDREW'S SCHOOL STORE	Open 7:40-8:00 am M-W-F	<input type="checkbox"/> Parent Supervisor (School supplies, gym uniforms)	Betsy Deluca 301-570-8848
LIBRARY AIDE	Varies by need	<input type="checkbox"/> Library aide during school day -- assist as directed by Librarian	Mrs. Bentley 301-649-3555
SPORTS TEAMS	Varies by season	Coach a sport: <input type="checkbox"/> Baseball <input type="checkbox"/> Basketball <input type="checkbox"/> Soccer <input type="checkbox"/> T-Ball <input type="checkbox"/> Track	Paul Savercool, President, Athletic Council 301-236-9357
VOLUNTEER HOURS COORDINATOR	Sept - June	<input type="checkbox"/> Record and track volunteer hours for all St. Andrew's families.	Gina Ewers
LISTSERV COORDINATOR	Weekly	<input type="checkbox"/> Coordinate and distribute SAPA communications electronically	Andrea VonUtter
GROCERY STORE GIFT CARD SALES ESCRIPS	Varies	<input type="checkbox"/> Take orders <input type="checkbox"/> Purchase cards <input type="checkbox"/> Distribute cards	Jodie Phillips 301-933-3329 Kim Lawson 301-593-0778

School Fundraisers:

SALLY FOSTER GIFT WRAP SALE: (Note: Please call Martina asap. This fundraiser starts the 1 st week of school)	Sale runs September Product delivery November 7	Sell gift wrap after masses the <input type="checkbox"/> Weekend of September 9 <input type="checkbox"/> Weekend of September 16 <input type="checkbox"/> Weekend of September 23 <input type="checkbox"/> Parent from each class needed to tally classroom orders <input type="checkbox"/> Help tabulate school's order <input type="checkbox"/> Distribute gift wrap at school <input type="checkbox"/> Entertainment Books	Martina Childress 301-585-5526 Anna Gottlieb 240-390-0280
ADULT BINGO NIGHT	Saturday, January 26	<input type="checkbox"/> Set-up <input type="checkbox"/> Clean-up <input type="checkbox"/> Tally RSVPs <input type="checkbox"/> Advertise <input type="checkbox"/> Prizes <input type="checkbox"/> Call Bingo	Theresa Ballenger 301-384-2757
SILENT AUCTION		<input type="checkbox"/> Solicit donations <input type="checkbox"/> Prepare Auction Booklet <input type="checkbox"/> Set-up/Clean Up	Yvette Luketic 301-962-7644

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CLAIRE'S CAKES FUNDRAISER	Sale March Product Delivery April	<input type="checkbox"/> Consolidate fliers for each family <input type="checkbox"/> Advertising <input type="checkbox"/> Tally orders <input type="checkbox"/> Distribute cakes at school	Ellen Lafferty 301-587-2930
SPRING CARNIVAL	May	<input type="checkbox"/> Set-up <input type="checkbox"/> Advertising <input type="checkbox"/> Raffles <input type="checkbox"/> Food	<input type="checkbox"/> Sell tickets <input type="checkbox"/> Games <input type="checkbox"/> Sponsors <input type="checkbox"/> Clean-up
			CO-CHAIRPERSONS NEEDED

Social Events and Activities:

BACK TO SCHOOL NIGHT	Tuesday, September 18	<input type="checkbox"/> Set-up <input type="checkbox"/> Clean-up	Fran VanBrocklin 301-774-9156
BACK TO SCHOOL PARISH BBQ	Sunday, September 9 after 11:30 mass	<input type="checkbox"/> Set-up <input type="checkbox"/> Clean-up	<input type="checkbox"/> Help with children's games <input type="checkbox"/> Sign ups after mass/ rsvps
MOVIE NIGHT	Saturday, September 29	<input type="checkbox"/> Set-up <input type="checkbox"/> Clean-up	<input type="checkbox"/> Advertise <input type="checkbox"/> Sell snacks at event
HALLOWEEN PARTIES Pre-K – 2 nd 3 rd – 6 th	Saturday October 27	<input type="checkbox"/> Set-up <input type="checkbox"/> Run games for children <input type="checkbox"/> Chaperone for 3 rd – 6 th grade dance	<input type="checkbox"/> Clean-up Piedad Jacome 301-989-1162 Joan Greg-Obi 301-438-8094
HOLIDAY GIFT FAIR	Saturday, November 3	<input type="checkbox"/> Set-up <input type="checkbox"/> Advertising <input type="checkbox"/> Raffles <input type="checkbox"/> Run Children's activity room <input type="checkbox"/> Kitchen/Food Preparation	<input type="checkbox"/> Bake Southern Living <input type="checkbox"/> Bake (other) <input type="checkbox"/> Clean-up
SECRET SANTA SHOP	Saturday, December 1	<input type="checkbox"/> Set-up <input type="checkbox"/> Shop for gifts <input type="checkbox"/> Help children shop	<input type="checkbox"/> Clean-up <input type="checkbox"/> Cashier <input type="checkbox"/> Wrap gifts at home
BREAKFAST OR LUNCH WITH SANTA	Saturday, December 1	<input type="checkbox"/> Set-up <input type="checkbox"/> Tally RSVPs	<input type="checkbox"/> Clean-up <input type="checkbox"/> Kitchen/Food Preparation
STAFF CHRISTMAS LUNCHEON	Friday, December 14	<input type="checkbox"/> Set-up/Room Decoration <input type="checkbox"/> Kitchen/Food Preparation <input type="checkbox"/> Bake	Mindy Wanat
CATHOLIC SCHOOLS WEEK OPEN HOUSE	Week of January 28	<input type="checkbox"/> Set-up <input type="checkbox"/> Welcome prospective parents	<input type="checkbox"/> Bake <input type="checkbox"/> Clean-up
COMMUNITY SUNDAY	February 10	<input type="checkbox"/> Responsible for refreshments after all masses on that day	Sarah White 301-879-6869
KIDS BINGO	Friday, February 15	<input type="checkbox"/> Set-up <input type="checkbox"/> Collect/Purchase Prizes <input type="checkbox"/> Tally RSVPs <input type="checkbox"/> Purchase and distribute Pizzas and Sodas	<input type="checkbox"/> Clean-up <input type="checkbox"/> Bake <input type="checkbox"/> Caller
SCIENCE FAIR JUDGE	A Saturday in January or February	<input type="checkbox"/> Biology <input type="checkbox"/> Chemistry <input type="checkbox"/> Physics	<input type="checkbox"/> Earth Science <input type="checkbox"/> Engineering <input type="checkbox"/> Math
TEACHER APPRECIATION	Varies by need	<input type="checkbox"/> October , Harvest <input type="checkbox"/> December , Christmas Cookie Exchange <input type="checkbox"/> February , Death by Chocolate <input type="checkbox"/> April , Spring Fling	Robin Tomaselli 301-989-1154
SERENDIPITY	Varies by need	<input type="checkbox"/> Provide meals to families in need <input type="checkbox"/> Mail, visit, or phone support <input type="checkbox"/> Prayer chain	VOLUNTEER NEEDED
HOSPITALITY COMMITTEE	Throughout the school year	<input type="checkbox"/> Provide snacks for SAPA meetings <input type="checkbox"/> Provide snacks for Back to School Night	Fran VanBrocklin 301-774-9156
COMMUNITY RELATIONS COMMITTEE	Throughout the school year	<input type="checkbox"/> Community outreach to increase awareness within and outside the community of St. Andrew's. (i.e.: school, activities, programs, etc.)	Desiree Balla 301-785-4603