

Volunteer Opportunities for the 2011-2012 school year

The Chair Person will credit hours based on hours of participation i.e committee meetings are 1 hour; set up may be 3; working event could be several hours; being involved start to finish with one major fundraiser could meet the entire 12 hour commitment.

Date	Event	Description	Chair/Contact
Ongoing Events			
Ongoing	Lunch Monitor Scheduler	Provide the school office with a schedule of parent volunteers	Chair needed
Every full school day 11:30-12:30	Lunch Monitors	Hours have to be consistent ie every Thursday or first Monday... Can be on a substitute list if available on a regular basis	Chair needed
Ongoing	Box Top Coordinator	Collect, Organize and send in box tops to receive checks for the PTA. Must keep track by grade and or house	Mary Klemm
Ongoing	Soup Label Coordinator	Organize and send in labels for school points to purchase items for school	Meg Stinson
	Hospitality PTA Meetings	Set up, oversee and clean up refreshment table Plan to arrive one hour before the meeting to brew the coffee and set up and stay 1/2 hour to clean up	Chair needed
Ongoing	Beverage Coordinator	Stay in contact with the chair of every PTA event to coordinate drinks from parent volunteers. Keep track of parent donations.	Chair needed

Ongoing through April	Home Baked goods Coordinator	Stay in contact with the chair of every PTA event to coordinate home baked goods from parent volunteers. Keep track of parent donations.	Chair needed
Ongoing	Clothing Drive	Collect contributions from parish thrift shops; wait for the truck on collection days	Judy Jimenez Judith_Jimenez@Horizon-BCBSNJ.com
Ongoing	Parish Sales	Volunteer at Mass at your parish to sell tickets, distribute literature, speak at Mass	Parish Representative
ongoing	At home assistance- only 4 of your 12 hours maybe used for Baking or donating drinks	1 hour for every 72-1liter bottles of water. 1 hour for every 48 cans of soda. 1 hour for every 48 juice boxes	Watch for flyers in HSCE for drink donations needed for different events. You must submit permission to the baked goods coordinator before your hours will count. You may not just drop something off.
ongoing	At home assistance- only 4 of your 12 hours maybe used for Baking or donating drinks	Baking - one hour for each 2 dozen home baked goodies only	Watch for flyers in HSCE for goodies needed for different events. You must submit permission to the baked goods coordinator before your hours will count. You may not just drop something off.
Family Fun Events			
August 26	Back to School Dinner	Organize, advertise, cook and buy supplies for this event	Kim Lombardo and Linda Nicholas
October 31	Mission Carnival	Assist class mom in preparing games and prizes and/or assist the day of the carnival during school hours	Your class captain

October 28	Trunk or Treat	An opportunity for families to decorate their cars and have children trick or treat. A costume parade and pumpkin decorating contests are part of the fun.	Chair Needed
November 12	Barnes and Noble Event	Students can read, perform or play an instrument during the sale at B&N Holmdel	Jamie Terrell trainerterrell@comcast.net
March 28	Grandparents Tea	Delightful day for students to host their special people for a light breakfast Assist with the invitations, responses, set up, serving and clean up	Kelly Condon
TBD	Bingo Night	Set up and organize a family fun bingo night. Collect supplies and all that the evening entails	Linda Nicholas and Judy Jiminez
June 15	Tar Beach	Day at the beach in the school yard	PTA Executive Board
Five Fundraisers			
1. Annual Taste of the Bay			
October 14	Taste of the Bay	Fabulous evening tasting the specialty dishes of local restaurants Plan, advertise, set up, serve, clean up this great event	SherilynPrzelomski przelomskisr@comcast.net Beverly McGee

2. Christmas Extravaganza Sales			
Order Deadline Nov 28 Delivery Dec 2	Evergreen Sale	Advertise, take orders, place orders, oversee order pick up of Christmas wreaths	Barbara and Darren Neble Cardpit@aol.com
Dec 1 and 2	Secret Santa Sale	Bargain hunt for gifts Sept to December set up and price merchandise assist children with purchases during school hours	Pauline LoPorto
December 2-3	Cookie Swap	Advertise for cookie donations. Bake Christmas treats, assemble cookie trays, sell trays at the Christmas Bazaar Donation of 6 dozen homemade cookies is worth 2 service hours	Mary Klemm
December 3	Christmas Bazaar	Many opportunities to plan the event, advertise, set up, decorate, take pictures with Santa, serve breakfast with Santa, organize childrens' Christmas crafts, assist vendors	Kim Lombardo kdl024@comcast.net SherilynPrzelomski przelomskisr@comcast.net
3. 50/50 Ticket and Party			
March 2	Lucky Leprechaun 50/50 Party	Super 50/50 with a party to pick the ticket. Order raffle tickets, oversee sale of tickets at parishes and local businesses	Dana Gearl

4. Spring Fling Gift Auction			
April 27	Spring Fling	Gift Auction - Huge Event – plan, solicit donations and ads, decorate, make gift baskets, set up, work the event.....	Michele Leite [mrsleite@verizon.net]
5. Annual Fund Run			
May 25	Fund run	Assist students walk or run for pledges	Jamie Terrell Trainerterrell@comcast.net