



**VOLUNTEER
OPPORTUNITIES
At SKS**

2009 - 2010

SKS Volunteer Opportunities

St. Katharine of Siena Home and School Board 2009-2010

Pastor	Reverend Msgr. John A. Close
Principal	Mr. Bud Tosti b.tosti@stkatharineofsienaschool.org
Faculty Representative	Mrs. Mary DePetris mdepetris@stkatharineofsienaschool.org
President	Mrs. Jeanne Mulvanerty mulvanertys103@verizon.net 610.902.0596
Vice President/ Treasurer	Mrs. Sarah Armstrong pjarmstrong@verizon.net 610-254-4487
Secretary	Mrs. Liz Dole Liz.dole@comcast.net 484-367-7941
Lower School Representative	Mrs. Mary Tiley bftiley@comcast.net 610-688-5067
Upper School Representative	Mrs. Shauna Munshower Smunch918@comcast.net 610-688-4348
Homeroom Mother Coordinator/ Lower School	Tina Fasciano JTDFASC@comcast.net 610-989-9243
Homeroom Mother Coordinator/ Upper School	Maria Sowden swdncasa@verizon.net 610-975-9474

SKS Volunteer Opportunities

Publicity	Mrs. Regina Connor Martyandregina@comcast.net 610-525-3265
New Family/ Volunteer Coordinator	Mrs. Betsy Minnich quinminnich@comcast.net 610-687-5305

September 2009

Dear Parents,

Welcome to Saint Katharine of Siena School and to the 2009/2010 school year.

If you are new to SKS, you will soon discover that you have become a part of an exceptional community. SKS is blessed with parents and friends who give their time and talent to make SKS a vibrant, safe and nurturing environment for our children.

As a member of our community, we encourage you to become a volunteer for the upcoming year. Parent volunteers make a difference by contributing their time, energy, and talents to the cause they hold dear – the education of their children. There are so many places where help is needed. We are confident that there is a job that will fit your schedule, talents and interests.

Please take a few minutes to review this brochure and decide where you might best “make a difference.” Then complete the sign up form and return it to school or email me directly. Do not hesitate to call any of the Chairs or myself if you have any questions or need additional information.

We are thankful to the many volunteers that help SKS to survive and prosper. It is great that everyone’s efforts, great or small, can make a contribution.

SKS Volunteer Opportunities

Sincerely,

Betsy Minnich
New Family/Volunteer Coordinator
610.687.5305
quinminnich@comcast.net

"Many hands make light work."

-John Heywood

SKS Volunteer Opportunities



Please Sign Me Up!

St. Katharine of Siena School needs many volunteers! It's fun to be involved just a little or a lot! It's a great way to meet other SKS parents and to help the school and students! The chair of each activity will contact you personally to provide details and upcoming planning sessions. Please send me a message via email or print out this form and return it to the SKS Office. All the best!

Betsy Minnich, Volunteer Coordinator
Cell 610.453-3329 or Email quinminnich@comcast.net

Name

Phone Number(s)

Email Address

Activities (indicate name of activity and whether you'd like to be a chair/co-chair)

Special Talents (i.e. computer skills, photography, sewing, grant writing...)

SKS Volunteer Opportunities

Spring Fundraiser: Help with invitations, ads, decorating, gifts, food and beverage. This is an event that especially supports the school's fundraising goal. Previous events include the Spring Boutique and Fashion Show and High Tea.

Timing: March 4th, 2010

Approx. time commitment: 4 – 5 meetings and event.

2009/2010 Chair: Nora Brady and Stephanie Kraus

Spirit Wear: Help coordinate the ordering and selling of SKS Spirit Wear. Volunteers are needed to process and package the orders. Wearing SKS gear is a great way for students to show their SKS pride!

Timing: Fall and spring

Approx. Time Commitment: A few hours coordinating orders twice a year

2009/2010 Chair: Anne Barker

Uniform Exchange: Coordinate the donations of gently used and outgrown SKS uniforms. Set up clothing before Home & School Meetings a few times during the school year.

Timing: Year-round.

Approx. time commitment: 3-4 times a year

2009/2010 Chair: Trish Grube

5th & 6th Grade Parent Social: Help plan and/or host an informal evening of food, fun and friendship which usually takes place on a Friday evening in late spring at the home of a 6th grade parent.

Timing: Spring

Approx. time commitment: 1 meeting and day of the event

2009/2010 Host:

SKS Volunteer Opportunities

Volunteering With Our Children

Our school community relies on the generosity of our volunteers to help it to run smoothly. There are many areas that welcome your support, such as the lunchroom, during recess, helping out in computer class and in the office, in the library or teaching reading circle, just to name a few. To ensure the safety of our children, all volunteers are required to complete the following:

1. Criminal History Check
2. Child Abuse Clearance Check

In addition, the Archdiocese requires you attend their Safe Seminar Program offered at various locations throughout the year. The requirements are good for five years and you need only attend the seminar once.

Please complete the enclosed forms and send them info the school. information on the seminars will be sent out during the first few weeks of the school year.

"Volunteers aren't paid because they are worthless but because they are priceless!"

-Anonymous

SKS Volunteer Opportunities

List of SKS Activities

- Acme Receipts
- Art Goes to School
- Book Fair
- Box Tops
- Breakfast with Santa
- Catholic Schools Week
- Cultural Arts Night
- Fall Fundraiser
- Forensics
- Garden Club
- Grandparents Day
- Health Council
- Homeroom Parents
- Kindergarten and 1st Grade Parent Social
- Library Aids
- Literature Circles
- Lunch / Recess Monitors
- Lunch Prep
- Mentor Program
- Office Help
- Publicity Committee
- Reading Circle
- Red Ribbon Week
- Secret Santa Workshop
- SKS Spirit Day
- Spirit Wear
- Spring Fundraiser
- Uniform Exchange
- 5th and 6th Grade Parent Social

SKS Volunteer Opportunities

Approx. time commitment: 2-3 planning meetings and week of the event

2009/2010 Chair: Arlene Brogan

SKS Spirit Day: Be a part of the SKS competitive tradition. Many volunteers are needed throughout the day to assist the Phys Ed teacher with games and activities during this annual celebration.

Timing: Thursday, May 27th, 2010

Approximate time commitment: 1 day

2009/2010 Chair: Mrs. Jackie Sevaq

SKS Volunteer Opportunities

Office Help: Have extra time on your hands? The school secretary occasionally needs clerical, printing and collating help.

Timing: As needed.

Contact: Anne Condello, School Secretary

Publicity Committee: Get SKS in the news! Help with our quarterly newsletter "The Spirit," by gathering info, taking photos and writing articles. Work with the local media to publicize SKS students and school activities.

Timing: Year-round.

Approx. time commitment: As needed.

2009/2010 Chair: Regina Connor

Reading Circle: Assist SKS reading specialist by working with children in a small, group setting reading age-appropriate novels together. Grades k – 3 participate.

Timing: Year-round.

Approx. time commitment: 1 hour a week.

2009/2010 Chair: Jill D'Agostino

Red Ribbon DAY: Plan and execute educational, drug-free themed activities for this nationally recognized PROGAM, including an annual "Rap" contest.

Timing: October 23, 2009

Approx. Time Commitment: 2 planning meetings and help during Red Ribbon Week

2009/2010 Chairs: Mary Tiley/Christine Martin

Secret Santa Shop: Help our SKS students celebrate the joy of giving. Work with outside vendors to create a Christmas Shop for students to purchase gifts for family and friends. Coordinate parent volunteers to work the shop over a three-day period.

Timing: Dec. 2nd – 3rd, 2009

SKS Volunteer Opportunities

Acme Receipts: A volunteer opportunity you can do from home! Coordinate the collection of Acme receipts, tally them up, turn them in and get free money for SKS!

Timing: Year-Round

Approx. time commitment: Minimal, 6 – 8 volunteers needed

2009/2010 Chairs:

Art Goes to School: This national program enriches the lives of our students by bringing art into the classroom. Volunteers meet in the fall to learn a portfolio, and then teach for one week in the classroom about a specific artist or painting.

Timing: Fall and spring

Approx. time commitment: A few meetings in the fall and classroom presentations during one week in spring.

2009/2010 Chair: Mary Packer

Book Fair: Assist the librarian with the set up and sales of books to children during this annual event.

Timing:

Approx. time commitment: Set-up, clean-up, 1-2 shifts

2009/2010 Chair: Linda Killen, School Librarian

Box Tops: Another volunteer opportunity you can do from home! Coordinate the collection of Box Tops, tally them up, and turn them in...easy money for SKS!

Timing: Year-Round

Approx. Time Commitment: Minimal

2009/2010 Chairs: Jack Sabol

Breakfast with Santa: Jumpstart your holiday spirit with this SKS holiday tradition. Organize holiday bake sale, raffle and games. Come hungry as the Boy Scouts serve up a delicious pancake breakfast.

Timing: Sunday, December 6th

Approx. time commitment: A few meetings in Oct/Nov and day of event

2009/2010 Chair: Arlene Brogan

SKS Volunteer Opportunities

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Library Aids: Assist school librarian with various library activities, including checking students' books and shelving returned books.

Timing: Year-round.

Approx. time commitment: Weekly, biweekly or monthly
2009/2010 Chair: Linda Killen, School Librarian

Literature Circles: If you love books, you'll love this volunteer opportunity. Be a facilitator helping students interpret literature in a small group setting for grades 5 – 8.

Timing: Throughout the school year.

Approx. Time Commitment: 1 hour a week; training as needed.

2009/2010 Chair: Jill D'Agostino

Lunch/Recess Monitors: Many volunteers are needed to supervise and assist children during lunch periods, both in the cafeteria and at recess. All parents are strongly encouraged to participate.

Timing: Year-round.

Approx. time commitment: Weekly, biweekly, and/or monthly.

2009/2010 Chairs: Homeroom parents

Lunch Prep: Assist cafeteria coordinator with prep work in the kitchen and distribute lunches to the children.

Timing: Year-round.

Approx. time commitment: Weekly

2009/2010 Chair: Marie Frederick, Cafeteria Coordinator

Mentor Program: Volunteers contact new SKS families to extend a personalized welcome to our community and are available to answer questions throughout the school year.

Timing: Year-round, concentration in fall

Approx. time commitment: Minimal, available as needed

2009/2010: Betsy Minnich

SKS Volunteer Opportunities

Timing: Friday, October 9th
Approx. Time Commitment: 1 to 2 meetings
2009/2010 Chair: Cindy McKernan

SKS Volunteer Opportunities

Catholic Schools Week: Assist publicity chair in planning of Open House for new and existing families including tours and receptions, in addition to school-wide events during this week-long celebration. The theme this year is "Catholic Schools – Dividends for Life."
Timing: January 31st – February 6th, 2010
Approx. Time Commitment: 1-2 meetings and week of event
2009/2010 Chair: Regina Connor/Sarah Armstrong

Cultural Arts Night: Help with the set-up, clean up, and finger deserts for a night when we embrace the Arts and showcase the SKS students' artistic talents.
Timing: Thursday, April 29th, 2010
Approx. Time Commitment: 1 – 2 meetings and day of the event
2009/2010 Chairs: Stephanie Twohig, Carina Cavoto, Music Teacher; Joe Checchia, Art Teacher; Jill D'Agostino, Reading Specialist

Fall Fundraiser: Help with invitations, decorating, set-up, clean-up, food and beverage, and more. A great way to meet new friends! This year's theme is a PHILLY PHUN-RAISER – A Night of Philly-Style Fun, Food and Music with music by "The Lucky Stiffs."
Timing: Friday, October 23rd, 2009
Approx. Time Commitment: 4 – 5 meetings and the event.
2009/2010 Chairs: Deirdre Kelly and Moira Hernandez

Forensics: Students in 7th & 8th grades learn to deliver speeches, interpretations or dramatizations of literature, or briefly prepare and respond to given topics in the categories of exempt or impromptu. The season begins in late October and end in May. The program's goal is to get each student into at least one competition. Parents are needed to help with after-school coaching and to serve as judges at the forensics tournaments.
Timing: Year-round.

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Approx. time commitment: 6 Saturdays and assisting when needed
2009/2010 Chair: Mr. Jack Rubano

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Garden Club: Help beautify the school grounds by cleaning out plant beds and planting bulbs and flowers. No green thumb required!
Timing: Fall and spring.
Approx. time commitment: Minimal, based on Mother Nature,
2009/2010 Chair: Maria Sowden

Grandparents Day: Volunteers will help set up, clean-up and provide breakfast for our grandparents and special friends on a Book Fair morning.
Timing:
Approx. time commitment: 2 hours
2009/2010 Chairs: Linda Killen, School librarian and Jill D'Agostino, Reading Specialist

Health Council: Help the SKS community get and stay healthy! Assist the school nurse with various health-oriented activities, including organizing the school Health Fair which is held during Catholic Schools Week.
Timing: Year-round
Approx. time commitment: As needed; Health Fair in January.
2009/2010 Chair: Mary Skilton, School Nurse

Homeroom Parents: Work as a liaison between teachers and parents to delegate holiday parties, recognize teacher birthdays and assist teacher when necessary.
Timing: Year-round
Approx. time commitment: As needed.
2009/2010 Chair: Maria Sowden, Upper School Representative; Tina Fasciano, Lower School Representative

K & 1st Grade Parent Social: Plan and/or host an informal evening of food, fun and friendship. This social usually takes place on a Friday evening at the home of a 1st Grade parent.