



2010-11 St. Benedict School Volunteer Opportunities

Volunteers are one of St. Benedict's most valuable resources. As we work together, our diverse backgrounds blend to create new enthusiasm and ideas that shape the character of our school community.

The stronger the community, the more benefits our children receive. Parent involvement reinforces the joy and power of being a member of a community of stewards.

Parent participation makes a difference!

A complete description of each committee and activity is attached. You can also email your information by accessing this form on the volunteer page of our website. For more information, contact Heidi Westling at hwestling@wrighttrunstad.com

Please return form to the main office or email by April 30, 2010

Parent /Guardian _____ email: _____ Phone: _____

Please print

Parent /Guardian _____ email: _____ Phone: _____

Please print

Student's Name(s) _____ Fall '10 Grade(s) _____

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1. Please PRINT the name of the parent volunteering in the spaces provided.
 2. St. Benedict families are expected to contribute a minimum of 40 hours of volunteer time per family. Volunteer hours may also be contributed in the name of the family by friends and relatives who are high school age or older.
 - 20 hours per family are directed to other fundraising activities, classroom assistance, coaching or other school related events which includes an expectation that all families will contribute a few hours to the auction in the spring.
 - In addition to providing volunteer hours to the auction, each family needs to donate a new item or service to be sold at the auction that has a retail value of at least \$200. Items of lesser value may be grouped together to equal \$200. Families who do not fulfill this commitment will be billed.
 3. Volunteer choices marked by the diamond (♦) can be done at least in part after school and/or evenings or weekends.

Ongoing volunteer opportunities

Please check to select the check box () of the opportunities you'd like to learn more about. You will be contacted with more information to help you decide whether the opportunity is right for you.

School Services

Check if interested	Need	Description	Volunteer
<input type="checkbox"/>	After school Committees Coordinator ⓘ	Coordinate after school activities such as Mad Science and school mentoring.	Chantel Suehring
<input type="checkbox"/>	Kitchen/cafeteria clean-up	Organize and deep clean kitchen and all cafeteria surfaces once a month.	
<input type="checkbox"/>	Before school supervision Days available: <input type="checkbox"/> M <input type="checkbox"/> Tu <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	Supervise playground area before school begins. 8:20 - 8:30 am.	
<input type="checkbox"/>	After school carpool supervision: Days available: <input type="checkbox"/> M <input type="checkbox"/> Tu <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	Supervise carpool area after school ends. 3:00 - 3:10 pm.	
<input type="checkbox"/>	Carpenters ⓘ	Complete carpentry tasks as necessary.	
<input type="checkbox"/>	Concrete repair ⓘ	Complete concrete repairs as necessary.	
<input type="checkbox"/>	Electricians ⓘ	Complete electrician tasks as necessary.	
<input type="checkbox"/>	Gardening volunteer coordinator ⓘ	Organize gardening team for Spring/Fall sidewalk maintenance.	
<input type="checkbox"/>	Gardening volunteer ⓘ	Complete gardening tasks for Spring/Fall sidewalk maintenance.	
<input type="checkbox"/>	Hauling ⓘ	Complete hauling tasks as necessary.	
<input type="checkbox"/>	Table linen launderer ⓘ	Wash table linens after school events using onsite washer/dryer.	
<input type="checkbox"/>	Library volunteer	Work in the school library shelving books and assisting students with book checkout.	
<input type="checkbox"/>	Lice screening volunteer	Conduct screening for lice as needed.	
<input type="checkbox"/>	Lunchroom volunteer coordinator	Organize lunchroom volunteers and assist staff for 30 minutes during lunchtime.	
<input type="checkbox"/>	Lunchroom volunteer	Assist lunchroom staff for 30 minutes during lunchtime.	
<input type="checkbox"/>	Office Support	Assist secretary with clerical duties.	
<input type="checkbox"/>	Painters ⓘ	Complete preparation and painting as necessary.	

<input type="checkbox"/>	Pizza lunch coordinator	Organize pizza lunch volunteers.
<input type="checkbox"/>	Plumbers ?	Complete plumbing work as necessary.
<input type="checkbox"/>	Recess volunteer coordinator <input type="checkbox"/> 10:15a - 10:45a <input type="checkbox"/> 12:00p - 12:45p Days available: <input type="checkbox"/> M <input type="checkbox"/> Tu <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	Organize recess volunteers and assist playground teacher in supervising playground.
<input type="checkbox"/>	Recess volunteer <input type="checkbox"/> 10:15a-10:45a <input type="checkbox"/> 12:00p - 12:45p Days available: <input type="checkbox"/> M <input type="checkbox"/> Tu <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	Assist playground teacher in supervising playground.
<input type="checkbox"/>	Immunization records volunteer	Verify and update student immunization records. Coordinate all-school Health Day.
<input type="checkbox"/>	Thursday packet volunteer stuffers	Assist with the assembly of Thursday packets. 1hour/week
<input type="checkbox"/>	Uniform exchange closet organizer	Organize surplus uniform closet once a month for parent and student access.
<input type="checkbox"/>	Volunteer hours data entry ?	Track monthly parent volunteer hours.
<input type="checkbox"/>	Yearbook volunteer coordinator ?	Oversee the organization and implementation of the school yearbook.
<input type="checkbox"/>	Yearbook volunteer ?	Assist with the organization and implementation of the school yearbook.

Educational Enrichment

Check if interested	Need	Description	Volunteer
<input type="checkbox"/>	VTS coordinator	Assist art docents with monthly VTS projects.	Sean Freeman
<input type="checkbox"/>	Art docent <input type="checkbox"/> K <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th <input type="checkbox"/> 6 th <input type="checkbox"/> 7 th <input type="checkbox"/> 8 th	Introduce new art print of the month to each grade level.	

<input type="checkbox"/>	Opera Week coordinator	Coordinate the logistics of the opera & luncheon. (2010-11 Opera TBD.)
<input type="checkbox"/>	Christmas Pageant costume coordinator ?	Coordinate the costumes and volunteers for the Christmas Pageant.
<input type="checkbox"/>	Christmas Pageant decorations coordinator ?	Coordinate the decorations for the Christmas Pageant.
<input type="checkbox"/>	Talent Show parent coordinator ?	Help coordinate the spring talent show.
<input type="checkbox"/>	School mentor ?	Teach students in your interest or skills area after school.
<input type="checkbox"/>	Speech competition coordinator ?	Coordinate speech team and assist speech advisor with practice and competitions.
<input type="checkbox"/>	Speech competition judge ?	Help judge an area speech competition dates TBA.
<input type="checkbox"/>	Spelling Bee coordinator ?	Coordinate the spelling bee and assist volunteers.
<input type="checkbox"/>	Spelling Bee judge ?	Assist spelling bee coordinator with conducting of the spelling bee.
<input type="checkbox"/>	Science fair judge ?	Help judge an area science fair dates TBA.

Fundraising

<i>I am interested</i>	Need	Description	Volunteer
<input type="checkbox"/>	Campbell soup labels/ Box Tops for Education ?	Organize all aspects of the Campbell soup labels/Box Tops for Education programs.	
<input type="checkbox"/>	Scrip Sales ?	Sell scrip/ Wed or Fri. 8:15a-8:45a before school or on the 1 st or 3 rd Sunday after the 10am Mass.	
<input type="checkbox"/>	Scholastic Book Fair Co-Coordinator	Co-coordinate all aspects of Scholastic Book Fair including set-up, sales, inventory, communications & financials. 2 days/Wurst Fest. & 10 days during Catholic Schools Week.	

Parent Action Committee

<i>I am interested</i>	Need	Description	Volunteer
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<input type="checkbox"/>	President ?	Conduct monthly meetings of the Parent Action Committee.	
<input type="checkbox"/>	Volunteer Lead ?	Attend monthly PAC meetings. Organize parent volunteers for miscellaneous tasks.	
<input type="checkbox"/>	Secretary ?	Attend monthly PAC meetings. Dictate and prepare minutes for distribution after each meeting.	
<input type="checkbox"/>	Treasurer ?	Attend monthly PAC meetings. Keep track of PAC expenditures.	
<input type="checkbox"/>	"Connections" - editor ?	Edit weekly "Connections" newsletter.	<i>Lisa Owens</i>
<input type="checkbox"/>	Room parent coordinator ?	Communicate information from PAC to room parents.	
<input type="checkbox"/>	Room parent K-8th grade	Coordinate and communicate with parents regarding various activities throughout the year.	

Events

<i>I am interested</i>	Need	Description	Volunteer
<input type="checkbox"/>	Event volunteer coordinator	Recruit and coordinate volunteers for Wurst and Auction. 2 positions avail.	
<input type="checkbox"/>	Wurst Festival Committee ?	Help plan the 2010 Wurst Festival. Committee meets several times before the event.	
<input type="checkbox"/>	Auction Committee ?	Help plan the 2010-11 Auction. Committee meets several times before the event.	
<input type="checkbox"/>	Wallingford Kiddie Parade Coordinator ?	Coordinate logistics of the St. Benedict School entry in the 2010 parade.	
<input type="checkbox"/>	Back-to-school night volunteer ?	Help organize the back-to-school nights. Must be able to volunteer during the month of August.	

Development

<i>I am interested</i>	Need	Description	Volunteer
<input type="checkbox"/>	Development Committee ?	Develop relations with Alumni, donors and other stakeholders to fulfill the long-term vision of the school. Meet 4 times per year.	
<input type="checkbox"/>	Financial/Investment Advisory Committee Member ?	Help advise development department regarding investment for school endowment.	

<input type="checkbox"/>	Catholic Schools Week Volunteer	Volunteer at various events including grandparent/special friend day, and open house (end of January)
<input type="checkbox"/>	Open House tour guide	Lead prospective parent tours at monthly open houses. 9:15am-10:30am. Dates TBA.
<input type="checkbox"/>	Annual Campaign phonathon ?	Make phone calls on behalf of the school to potential donors. Dates TBA.

Sports

<i>I am interested</i>	Need	Description	Volunteer
<input type="checkbox"/>	CYO Coordinator ?	Coordinate CYO Athletic programs for the school.	Paul Krause
<input type="checkbox"/>	CYO coach ? <input type="checkbox"/> Basketball <input type="checkbox"/> Cross Country <input type="checkbox"/> Soccer <input type="checkbox"/> Track <input type="checkbox"/> Volleyball	Coach a CYO sports team.	

Technology

<i>I am interested</i>	Need	Description	Volunteer
<input type="checkbox"/>	Laptop support ?	Support and help with technical assistance for students using laptop. computers.	
<input type="checkbox"/>	Web page enhancement ?	Enhance and expand the school web page.	Michael Hughes

Other Committees

<i>I am interested</i>	Need	Description	Volunteer
<input type="checkbox"/>	Marketing committee member ?	Serve on the marketing advisory committee.	
<input type="checkbox"/>	Technology committee member ?	Serve on the technology advisory committee.	

Classroom Enrichment Opportunities

Many parents, guardians, relatives or friends have hobbies as well as careers that can enrich our classrooms. Please indicate areas of talent and expertise that you are willing to share with the St. Benedict community.

In-Kind Gifts

Are there Items/Services that you or your business will donate or supply St. Benedict at a discount? This is another way to help our school. Contact Development Coordinator Sandra Convery s.convery@stbens.net