

ST. TERESA OF AVILA SCHOOL COMMITTEE/VOLUNTEER descriptions

With your assistance the Parent Teacher Group is able to provide many wonderful programs. The following committees will need **committee chairs and volunteers** for the 2010-2011 School Year to ensure success. Please fill out the attached Volunteer Form and return to school c/o Jenna Martin by **Friday September 3, 2010**. Should you have questions or need more information, contact Jenna at jenmartin11@fuse.net.

Child Care for PTG Meetings – Committee Chair: Currently Need Committee Chair to coordinate two adults and junior high students (needing service hours) to assist in childcare. You may not have to be available for every meeting depending on the number of adult volunteers. Your name WILL be entered to be eligible for the \$100 Tuition Credit for each meeting. There are four meetings during the school year. Dates are posted under PTG Meetings at www.stteresa.net - Parent Teacher Group tab.

PTG Hospitality Committee – Committee Chair: Jenna Martin. This committee of volunteers will assist with PTG Meetings, Teacher Appreciation Days, Student Appreciation Days, Open House and other events where needed.

Snacks/Drinks for PTG Meetings – Committee Chair: Jennifer Collett. Volunteers needed to make or bring snacks to the PTG meetings or other fundraising events.

Pumpkin Carving (Friday, October 22, 2010) – Committee Chair: PTG Board or open to new Committee Chair - This family-friendly event offers the opportunity to pre-order pumpkins and pizza and join other families in getting in the Halloween spirit.

Winter Wonderland (Friday, December 3, 2010) – Committee Chair: PTG Board - Currently seeking individuals to Chair Sub-Committees - This very popular event offers families the opportunity to come together for games, raffles, a visit from Santa and other entertainment. Volunteers are needed to assist with all aspects of the event listed below. This year we are re-organizing the event to decrease the workload of each contributing member.

Winter Wonderland Sub-Committees: Committee Chairs As Needed:

- **Gift Shop (Friday, December 3, 2010 and Monday, December 6, 2010) - Currently Need Committee Chair -** The gift shop is offered the night of the event and during school hours for children to shop for family members and friends. Volunteers are needed to help the children with gift selections, payment and wrapping.
- **Visit with Santa – Committee Chair: Jenna Martin –** Volunteers will help arrange for visit from Santa and decorate area for pictures.
- **Basket Raffle – Currently Need Committee Chair –** Volunteers will assist with sending letters to gather gifts for baskets and organize/arrange baskets to be raffled off the night of the event.
- **Refreshments - Currently Need Committee Chair –** Volunteers will help organize food items available at the event.
- **Crafts/Games - Currently Need Committee Chair –** Volunteers will help set up and organize crafts and/or games the night of the event.
- **Entertainment - Currently Need Committee Chair –** Volunteers will help arrange for entertainment for the night of the event (juggler, magician, storytelling, singing etc).
- **Set Up and Clean Up - Currently Need Committee Chair –** Volunteers will help organize and lead set up and clean up of the event.

Children's Bingo (Date TBA)– Committee Co-Chair: Sabrina McCane and Deana Glazer – This annual event offers an afternoon of Bingo, raffles, refreshments and prizes. Volunteers are needed to help with preparing raffle baskets, gathering/shopping for prizes, working during the event as needed, setup and cleanup.

Family Fun Nights – Committee Chair: Lee Ann Aull - Various activities are offered throughout the school year to bring families together and have fun as a community.

Fine Arts – Committee Chairs: Art and Music Department - This committee meets monthly and is involved with several activities held throughout the year (art show, book sale, school play, etc.)

Everybody Counts – Committee Chair: Jennifer Collett - This program is offered in the fall or spring and provides the opportunity for children to learn about people with disabilities.

8th Grade Committee – Currently Need Committee Chair - This committee plans and implements the graduation breakfast (8th grade parents), graduation dance (7th grade parents) and 8th grade field trip at the end of the school year. PTGs role is to provide funds toward the 8th grade activities, 1st grade provides the cake. If you have a preference in which activity you would like to volunteer for, please specify.

Restaurant Days – Committee Chair: Tanya Morgan - These days are offered 2-3 times each month during the school year for student's lunches on Wednesdays or Fridays. Volunteers are needed to setup, distribute food, and cleanup during the lunch hours.

Hot Dog Days – Currently Need Committee Chair - These days are offered periodically during the school year for student's lunches. Volunteers are needed to prepare, setup and sell hotdogs, as well as cleanup during the lunch hours.

Popcorn Days – Committee Chair: Lisa Pfeiffer - These days will be offered periodically during the school year. Volunteers are needed to setup, sell popcorn, and cleanup during the lunch hours.

Ice Cream Days – Currently Need Committee Chair - These days will be offered periodically during the school year. Volunteers are needed to setup, sell ice cream, and cleanup during the lunch hours.

Healthy Food Days – Currently In Need of Committee Chair - These days will be offered monthly on a Wednesday or Friday throughout the school year. Volunteers are needed to set up, sell items and clean up.

Cafeteria Duty – Committee Chair: Shannon Darnell - Volunteers are needed between the lunch hours of 11:00-12:15 to help with stamping drink cards, and any other assistance students may need during lunch (ex. opening drinks, snacks, etc.).

Box Tops – Committee Chair: Tanya Morgan - Box Tops from General Mills products may be clipped and sent in to Tanya's attention at any time. The PTG earns \$.10 per label. Incentive program continues this year and volunteers may be needed to glue on labels or help with collections.

Campbell's Soup Labels – Committee Chair: Rosanne Ryan - Families regularly send in Campbell's soup labels in a fundraising effort to assist the PTG in supporting our school.

Capri Sun Pouches/Terracycle – Committee Chair: Rosanne Ryan - Families regularly send in clean Capri Sun Pouches in a fundraising effort to assist the PTG in supporting our school.

Tyson A+ Labels – Committee Chair: Karen Goins - Families regularly send in Tyson A+ labels in a fundraising effort for PTG. PTG receives 0.24 cents per label.

Market Day – Committee Chair: Michelle Camarata - This is a monthly opportunity for families to purchase food items at reasonable cost with a portion of these purchases going back to the school. Volunteers are needed to help with sorting orders and assisting at pickup on Friday evenings.

Parent Helper in Office – Coordinator: Linda Collins - volunteers needed on Thursday mornings.

Walk-A-Thon – Committee Chair: St. Teresa PTG – (Spring 2011 date TBA) - Join us in implementing this successful fundraiser. Volunteers are needed to help organize the event, solicit sponsors and assist the day of the event.

Skating Party Fundraiser – Currently In Need of Coordinator: Skating parties are the 2nd Wednesday of every month, October thru May. Coordinator is needed to make sure the flyer is passed out at school each month, post in the bulletin, attend the party and sign for St. Teresa's share of the fundraising profits and drop off money in the school office the following day.