

SJB Family Involvement Opportunities

(All hours earned are credited to your Volunteer Commitment)

School Year 2023-2024

In School Non- Event Opportunities

Office help

Classroom Help

Recess/ Phys Ed Monitor

Assist teacher walking the students to the library

Teach an afterschool program

At Home Non- Event Opportunities

Ink Cartridges

collect and turn in

periodically sent parent reminders

Bottles & Cans

collect and return for deposit

give money to office

Script Program (gift cards)

collect orders and submit

track \$'s donated to SJB

Give money to parish office for check

receive and separate order by family to be sent home

Daytime Committees and Events

Book Fair

Committee Leader

contact sales rep

coordinate with Mrs. Rose on the schedule

oversee set up and event

manage the money/ invoice

give \$ to office

coordinate volunteers

to help with set up

to help with sales

report volunteer hours to Mrs. Rose

Elf Shelf (holiday store) If this is something we want to do

Committee Leader

contact sales rep

coordinate with Mrs. Rose on the schedule

oversee set up and event

manage the money/ invoice

give \$ to FSA Treasurer

coordinate volunteers

to help with set up

to help with sales

report volunteer hours to Mrs. Rose

Uniform Swap (daytime)(various times of the year)

set up sale in pastoral center

manage money/invoice

clean-up

report volunteer hours to Mrs. Rose

Fundraising Committees (day and night opportunities)

Candy Bars (Aug-Sept)

team up with FSA Candy Bar Coordinator

assist FSA with delivery (daytime)

assist with prize distribution (daytime)

Butter Braids (Mar-Apr) (daytime)

Team up with FSA Fundraising Coordinator

track orders and \$

give \$ to Office

coordinate volunteers for distribution

track and report volunteer hours to Mrs. Rose

Catholic Schools Week Committee (CSW Dec-Jan)

team up with FSA/ CSW coordinator (day & evening)

coordinate volunteers for CSW Business Sponsorship

solicit donations for raffle items and ad space from local and national businesses

mailings

business to business

follow-up calls

pick up donations

report volunteer hours to Mrs. Rose

coordinate volunteers for CSW Kick-off Dinner/ set-up

set up Pastoral Center (Fri evening)

tables and chairs

welcome tables

raffle tables

serving tables for dinner/ drinks/ dessert

children's room

table cloths and placemats

CSW Supper (Sat)

kitchen prep (day-evening)

food prep dinner/ dessert/ drinks

serving prep

work raffle tables (evening)

post signs

have pens

sell tickets

display items

Greeters (evening)

sell supper tickets

Servers and runners (evening)

serve dinner in line

refill from kitchen

-drinks

-supper

-desserts

Children's Room (evening)

entertain children

Clean up (evening)

bus tables

wash dishes (we have an automatic dishwasher)

break down tables and chairs

clean kitchen

sweep all floors

mop kitchen

Teacher Appreciation Day (daytime)

food prep

hall set up

servers

classroom supervisors

-assist with provided projects

-maintain order in classrooms

office coverage

Pastoral Center clean up

Student Appreciation Day (daytime)

pick up pizzas

help deliver pizza and drinks to classrooms

Chicken Pie Dinner and Dessert Auction

team up with Mrs. Rose

coordinate volunteers

cooking (Thu-Fri-Sat)(day & evening)

get volunteers to help make the pies

servers (Sat evening)

greeters (Sat evening)

set-up (Sat daytime)

clean-up (Thu-Sat) (day & evening)

desserts for auction

families

local businesses

marketing

school

parish bulletin

Facebook

local media

We are ALL Family 5K Walk/ Run (Nov-May) (day & evening)

team up with FSA 5K coordinator

coordinate volunteers

solicit cash sponsors

mailings

business to business

referrals

marketing

Facebook

Week at a Glance

Parish Bulletins

Schools

Media

TV

Newspapers

posters & flyers

local businesses

Race websites

t-shirts

Registrations

5K set-up (Fri-Sat) (day & evening)

signage

food & drink

tents

tables

chairs

first aid

5K Race Day (Sat early-late afternoon)

Course set-up (7am)

registration tables

starting line support

finish line support

kids walk coordinator and supervisors

cooks

servers

greeters/ guides

course guides

water tables

first aid

raffles

prize table

clean-up crew (2-4pm)

Social Events (all year, day & evening)

Restaurant Nights

contact restaurants

coordinate schedule with Mrs. Rose

marketing

school

parish bulletin

Facebook

local media

greeter table at restaurant

games

raffle

prizes

Family Fun Nights (Fri evenings)

form committee (day & evening)

choose theme

activities

set-up / clean-up event

report volunteers hours to Mrs. Rose

marketing

school

parish bulletin

Facebook

local media

Trunk or Treat (Oct)

form committee (day & evening)

choose theme

decorations

activities

coordinate date with Mrs. Rose

marketing

school

parish bulletin

Facebook

local media

set-up and clean-up

report volunteer hours to Mrs. Rose

School Events (day & evening)

Open House

September (evenings)

greeters/ guides

snack and beverage table

CSW (daytime)

greeters/ guides

snack and beverage table

FSA meetings

Field Day Committee (May-Jun) (day & evening)

Team up with Field Day Coordinator

purchase food

recruit volunteers

coordinate date with Mrs. Rose

confirm with Park Dept.

send notice out

marketing

school

Facebook

local media

set-up (daytime)

cook-out

grills

cooks

servers

clean-up

Whitney Park (daytime)

water table

first aid

snow cones/Italian Ice

games

volunteers

clean-up

Eighth Grade Graduation Dinner(Jun) (evening)

set-up

tables and chairs

table clothes

silverware

kitchen help

food prep/ cook

dishes

servers

food line

bus tables

clean-up

put away tables/ chairs

sweep/ mop