



SAINT BERNADETTE SCHOOL ROOM PARENT and PTU VOLUNTEER OPPORTUNITIES

Please return completed form to the school office by **September 7th, 2018**
YES, I would like to help with the following committee(s)/become a Room Parent

NAME: _____ CONTACT # _____

EMAIL: _____

NEW 2018/2019 Room Parent Requirements:

- Attend all 5 PTU General Meetings throughout the 2018/2019 school year
- Meet with your teacher to discuss their needs for the school year
- Volunteer at and assist with the planning of the Holiday Carnivals (Halloween and Christmas)
- Find parent volunteers to help with Holiday Carnivals and classroom parties
- Decorate classroom door prior to Catholic Schools Week
- Cover your class (or find coverage) during the annual Teacher Appreciation luncheon held the 1st week in May from 11:00 am - 12:30pm
- Organize year-end class gift
- Coordinate field trip drivers/chaperones (if applicable)
- Handle any teacher requests as they arise throughout the year

If you have any questions, please call the school office at 440-734-7717.

1st Choice:

Child's Name/Grade & Homeroom _____

2nd Choice:

Child's Name/Grade & Homeroom _____

3rd Choice:

Child's Name/Grade & Homeroom _____

Your Name _____

Email/ Phone _____

Have you been a room parent before? _____

Virtus Trained? YES / NO Fingerprints/Background check complete? YES / NO

****Note:** ALL room parents must be Virtus trained (or beginning the process) and current with all Virtus reporting requirements AND have a volunteer application on file with fingerprints & background check. Please contact the school office for details.

PTU VOLUNTEER OPPORTUNITIES

- ADOPT-A-FAMILY - Chairperson: Becky Gibel, Molly Chambers & Mary Kay Hendershot** - "Adopt-A-Family" is a special service project that is a tradition at Saint Bernadette School. Each classroom "adopts" a family in need to help them celebrate Christmas. This committee will coordinate shoppers, wrappers and delivery of the gifts to the prospective churches.
- HEART AND HARVEST FESTIVAL - BACK-TO-SCHOOL NIGHT – Chairpersons: Natalie Stolph & Laurie Clovesko** - A gathering at the beginning of the school year to meet new & fellow Saint Bernadette families! The PTU will be hosting all the children's activities for the festival as well as hosting a "Back to School" night during the festival.
- BASKET RAFFLE – Chairperson: Tiffany Wolfe & Co-Chair Needed** - The basket raffle is an annual fundraiser for PTU and are raffled off at the Athletics 'Night at the Races' event. Volunteers will help acquire donations for baskets, put baskets together and sell tickets during the event.
- BOOK FAIR and LIBRARY COMMITTEE – Chairperson: Natalie Stolph & Nikki Capper**- The book Fair is held in October and all proceeds benefit our school's library. Volunteers will help with set-up and take down of the sale and help with the Fair at Parent/Teacher Conferences and during school hours. They will also help facilitate the Birthday Books program.
- BOX TOPS AND EDUCATIONAL REWARDS – Chairperson: Sara Latkowski** –Educational Rewards: *Heinen's Tasteful Rewards and Giant Eagle Apples for Students*. Volunteers would oversee coordinating, organizing, managing these programs and help family's sign-up for one or all of them. Volunteers are needed to help organize and count student Box Tops submissions that are done monthly and keep track of monies earned for Saint Bernadette School on a yearly basis.
- BUZZ BOOK – Chairpersons: Jen Niehaus, Eileen Klein and Lisa Erdos** – Help coordinate and put together the annual buzz book for the school community. This includes: 8th grade cover contest and sponsorships from local family businesses.
- FAMILY EVENTS – Chairpersons: Natalie Rini, Megan Koch & Lauren DeFazio** – Donuts with Dads, Muffins with Moms, and Grandparent's Day. These events are to keep the "Saint Bernadette Family" alive! Volunteers will help coordinate the events, order food, decorations and set up/clean up.
- FUNDRAISING EVENTS – Chairpersons: Natalie Stolph** – This committee helps create and plan 3-4 fundraising events per school year that help fund the PTU's efforts. Examples include: Mitchell's Gift Card and Dinner Night Outs.
- HOLIDAY CARNIVALS – Chairperson: Lara Morris** – The Holiday Carnivals are a great way for the students in each class to celebrate the season. The chairperson will work with room moms and volunteers to create theme appropriate games and activities for the students. Also, they can help setup/tear down.
- HOLIDAY MART – Chairpersons: Kathy Hill & Natalie Stolph** - The Holiday Mart is an annual event held the first Saturday in November which features local artisans and boutiques. All the proceeds from this event will directly support the St. Bernadette PTU. Volunteers are needed to help facilitate the following: social media/marketing, raffle, food, music, artists and set up and help the day of the event.
- HOLIDAY SHOPPE – Chairpersons: Kate O'Leary, Kelley Vlosich & Kathy Hill** - Students in grades K– 8 may purchase small items to give as gifts at Christmas. Volunteers will coordinate the sales, create a fun holiday shopping experience and help students with their purchases for this 2-day event in December.
- HOSPITALITY – Chairpersons: Bridget DeMonica** – Five times a year, this committee will create themes and host luncheons for our Saint Bernadette faculty and staff to show our appreciation for their dedication to our students. Volunteers will assist in baking or providing items for these luncheons along with set up/clean up. The committee also coordinates "First Day Back to School" muffins and teacher appreciation gifts!
- HOST FAMILY- Chairperson: Terry Schoenberger & Meighan Ottiger** - Host families provide helpful tips, a friendly voice of experience and a more personalized welcome to newly enrolled families to Saint Bernadette School. Volunteers will make a phone call to new families and answer any questions the new family may have.

KINDERGARTEN EVENTS – Chairpersons: Sara Latkowski, Megan Koch & Lauren Nash - Saint Bernadette School knows that starting kindergarten can be very stressful for children, so we try to ease the transition to kindergarten with a meet-n-greet, play dates and pizza day in our cafeteria! Volunteers will help with welcoming new kindergarteners and coordinating the various events.

OPEN HOUSE - Chairpersons: 2 Co-Chairs Needed - Open House is a great opportunity for current families and prospective families to see all that St. Bernadette has to offer. Help organize our annual Open House to showcase our students and school.

SCHOOL SUPPLY KITS – Chairperson: Laura Lett - Saint Bernadette families have the option of pre-ordering back-to-school supplies from our provider which provides quality school supplies at a competitive cost without the hassle of shopping. Volunteers will promote and coordinate the School Supply Kits' sales and on-line orders, distribute order forms and fliers.

SOCIAL EVENTS: Chairperson: Vikki Meldrum - *This* committee helps create and plan 4-5 social events per school year that brings the school community together. Past events include: Trunk or Treat, ice skating, Father/Daughter dance, Mother/Son bowling, Night at Lake Erie Crushers.

UNIFORM RESALE: Chairperson: Olivia Kostecke - We collect gently used school uniforms and give someone else the opportunity to purchase them at a discounted price! Volunteers will organize and sell the items three (3) times throughout the school year.

WALKATHON: Event Chair: Anne Grady and Lunch Chair: Danielle Fairbairn - Walkathon is our biggest school fundraiser of the year! Volunteers will help facilitate the walk. Create special obstacles throughout the course for the children. Volunteers can also help with the PTU sponsored lunch.

If you have any questions regarding any of the committees, please feel free to contact one of the members of the PTU board.



Or Find us on Facebook at: Saint Bernadette PTU

