

St. Paschal Baylon School 2009-2010 Volunteer Hours and Event Sign-Up Sheet

Please contact Erinn Coutts, PTO Board Events Coordinator, @ (805) 527-8875, or ecoutts93065@yahoo.com with any questions or for additional information.

Name: _____
 Phone: _____
 E-Mail Address: _____
 Grade of Oldest Child: _____
 2009-2010 School Year

Please circle the name of any of the activities you would like to participate in or coordinate next year, and return this form to the School Office:
Saint Paschal Baylon School: 154 E. Janss Road
Thousand Oaks, CA 91360 - or FAX # 805-778-1509
Remember, each SPBS family must earn at least 40 volunteer hours per year.

	EVENT	DATE	DESCRIPTION	COORDINATOR(S)
SCHOOL FUNDRAISERS	Hot Lunch	Monday-Thursday 11:15 a.m. - 12:45 p.m.	Help with our "Food For Books" hot lunch program. Tally orders, make fresh lunches, or set-up and serve. Easy way to accumulate hours, and make new friends. Help one day or more a week Program begins in early October.	Meredith Dunivin
	Magazine Drive	Starting on Friday-September 4, 2009	Assist in tallying orders and delivering prizes to classrooms. This is a great opportunity for morning volunteer hours.	Tami Walker Cathy Pantess Victoria Schuberg
	Wrapping Paper	Sale Begins on September 21, 2009	Assist in tallying orders, organizing sales and delivery of wrapping paper and assorted other gift items.	Monica Prechac
	Christmas Greens	Sale Begins on October 12, 2009	Assist in tallying orders, organizing sales and delivery of Christmas wreaths and greenery.	Laura Pangrazio
	GALA 2010	Sunday Night, January 17, 2010	Multiple ways to get involved in our school's largest fundraiser. This year's event will be held at the <i>Hyatt Westlake Plaza</i> . This is a great opportunity to make many new friendships while helping provide financial support to our school!	Paula Breeher Jennifer Chastain Ellen Litiatco Sue Stonehouse Karen Wheatman
	Jog-A-Thon	Friday, March 5, 2010	Fun in the Sun... Many ways to help out: set-up, clean-up, count laps, and/or coordinate prizes. Preparations begin in January 2010.	Maiya Hutchinson Amy Masino
SCHOOL EVENTS/ACTIVITIES	Back to School Dance	Friday Night, September 25, 2009	A great way to kick off the new school year! Earn hours by helping with food, beverages, decorations, set-up, clean-up and lots more...all while your children dance and have fun!	Evelyn Valtier Monica Cue Evie Weisenberg
	Dinner with Santa	Friday Night, November 13, 2009	Join us as we celebrate the start of the Christmas holidays with a great Italian dinner for the entire family, music and heartwarming entertainment! Decorate, set-up, serve, take pictures with Santa, entertain or clean-up. Don't miss helping to organize this exciting SPBS tradition!	Mary Kate Marini Jennifer Chastain
	Father-Daughter Dance	Friday Night, January 29, 2010	Help create a fun evening of dancing and yummy dessert for our Dads and daughters with our school's favorite DJ. Assist with decorations, set-up, serving ice cream, or clean-up.	Coordinator Position Open
	Family Bingo Night	Wednesday Night, April 28, 2010	Enjoy an evening with the family playing bingo for fun and prizes. Help with decorations, set-up and food. This event is coordinated by our SPBS Outreach Ministry to financially support our Outreach Programs.	Outreach Ministry
	Sports Banquet	Friday Night, May 14, 2010	Assist in decorations, preparation, and help serve during the SPBS Sports Banquet held for athletes in Grades 5-8.	Ms. Amy Ashford
	Olympiad	Wednesday, June 16, 2010	Enjoy the great outdoors as your children have a "field day" at the Olympiad! Be a team parent or help serve lunch and "treats"! Don't miss out on this final chance to earn volunteer hours for the school year.	Caroline Esposito Jen McGee

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SPBS SERVICE PROJECTS	Baking & Refreshments	Ongoing...Times Vary	A great "at home" job. We need bakers to make lots of goodies for various SPBS events throughout the year.	PTO Board Hospitality Coordinator
	Ryan's Well III	Friday Mornings - Ongoing Throughout the Year	Be a part of this wonderful SPBS fundraiser. Three volunteer drivers are needed each Friday morning to transport bagged recycling items to a local recycling center.	Mrs. Michelle Latham Mrs. Suzanne Duffy
	Family Envelopes	Weekly (Monday p.m. & Tuesday a.m.)	Never forget to read the "Bear Paw" or turn in your papers! Earn your hours on Monday afternoons by stuffing the Family Envelopes or by un-stuffing them on Tuesday mornings.	Cathy Janusz
	Angels of Mercy	Ongoing...Times Vary	Cook a meal, write a prayer, clean a house, drive a student - Help our fellow SPBS families when they are experiencing a crisis. This SPBS ministry supports the members of our SPBS "Community of Faith" in times of need.	Mary O'Riordan
	Feed the Homeless	Once A Year- Generally in the Spring	Join other SPB Parish Ministries by making food for local homeless people.	PTO Board
	Library/Book Fairs	Book Fair: Spring/Fall Library: Times Vary	Year-round opportunity to work with the students in the SPBS Library. Assist with shelving & checking out books. Also, help out at our two Book Fairs in September & May. Regular library volunteers will be fingerprinted.	Mrs. Donna Howard
	Mentor New-Family Program	Begins May 2009	Be part of our mentor program by helping our new families. Volunteer to be a mentor family, provide information, and help acquaint them with our wonderful programs during the family's first year as part of the SPBS community.	Diana Johnson
	Outreach Ministry	Ongoing...Times Vary	Help our <i>sister school</i> , St. Cecilia in South Central Los Angeles, and other charities with various Outreach programs. This includes several holiday projects for the needy. We also need truck owners for occasional deliveries to St. Cecilia School, as well as volunteers to make phone calls, create flyers and help maintain our worthwhile program.	Liz Yuengert Annie Scott
	PTO Safety Days	Two Times Throughout the Year	Help our SPBS Faculty by assisting them with parking lot duty, directing our parents through the pickup/drop-off line, and distributing Safety Tickets/Awards for Safety!	PTO Board
	Fine Arts Productions	Several Times A Year	Assist with props, choreography and/or equipment set-up for our annual Christmas Concert, <i>Spring Sing</i> and/or May Shakespeare Festival productions.	Mrs. Suzanne Duffy Mrs. Nancy Cinney
	Yard Duty	Daily, 11:45 a.m. - 12:45 p.m. Throughout Year	Want a way to spend your lunch hour earning some money? Sign up for SPBS Yard Duty. This is a PAID POSITION, at \$10.00 per day! You will NOT earn volunteer hours! Applicants will be fingerprinted. Younger siblings may <u>not</u> accompany you during Yard Duty.	Mrs. Judy Anderson, Ext.147
	Yearbook and/or Library Archive Scrapbooks	Ongoing...Times Vary	Take pictures, gather information and assist where needed. Great way to use your "Creative Memories" skills!	Diane Artner Mrs. Donna Howard

Please review the "Bear Paw" newsletter in your weekly Family Envelope for many other opportunities to volunteer throughout the year, at various SPBS activities and events.

*****Please Note: These are proposed dates - Confirmation of some events is based on the availability of the Hall*****

Thank you for your continued help, dedication, and support of SPBS! !

**ST. PASCHAL BAYLON SCHOOL
VOLUNTEER HOURS SLIP**



Name of Volunteer_____

Date/Event_____

Type of Service_____

Hours Worked_____

Signature of Chairperson

(Date Recorded_____)

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