

Greetings to All Corpus Christi Families!

My name is Pam O'Brien and I have the privilege of being our Home and School President. I want to welcome all of you to the 10th Anniversary Year for Corpus Christi School! I want to extend a special welcome to our new principal and to our new families. Our Home and School group is our parent teacher organization. All of our families, preschool through eighth grade, are a part of this organization. Together we plan and execute events that enhance and support our children's education. We work hard, we play hard and we create a special community at CCCS.

Our meetings will normally be held on the first Monday of each month, but **our first meeting will be on Monday, Aug. 31st**. We will begin our meetings at 6:30 and try to conclude them within an hour. Home and School meetings are a great way to meet other parents, to hear from our principal, and to be involved in our children's education. This year, we will continue to work with our Board of Education to determine how our funds can best serve the needs of our school and our students. At our meetings, you can be a part of that decision-making process. If your family would like to have child care available during any of our monthly meetings, please contact me. We want all families to be able to attend!

Our Home and School officers began working together last spring. Carol Quinn is our returning secretary; Esmerelda Garza is our new vice president; and Michelle Jensen is our new treasurer. I am very thankful to have such dedicated and energetic parents to help lead our organization. They are a great team and we are all looking forward to working with you!

This year, we are really working hard to "divide and conquer." Everyone is busy—it's part of raising children! Despite our busy schedules, we want everyone to be involved. We are dividing our fundraisers, events and activities into small jobs and we are asking ALL families to help in small ways throughout the year. The chair people of each committee will be counting on you to take part and help out where you can. (We told them you would!) Home and School events are a lot of fun and they provide many opportunities to fulfill your Volunteer Service Hours.

Enclosed, you will find a **Family/School Volunteer Program Form** listing our subcommittees. For a description of these committees, visit our CCCS website. Please bring your volunteer form to school on Sept. 2nd. Home and School members will be available to answer questions in the morning and during the open house in the evening. Families who turn in their forms on Sept 2nd will have a chance to win a gift card!

Plans are well underway for our Third Annual Walk-a-Thon! This event helps us raise funds while promoting exercise. The event also gives us an opportunity to share food and fellowship with CCCS families and parishioners from St. Francis and Our Lady of the Lake. Look for opportunities to get involved in this event and plan to join us for a wonderful walk and meal on Sunday, Oct. 18th!

Finally, I want to thank you for your support of Catholic Education. Through CCCS, we are able to give our children a wonderful gift that will have a tremendous impact on them throughout their lives. I look forward to seeing you soon and I will keep you all in my prayers. If you have any questions or comments, feel free to email me at danpamob4@aol.com.

Pam O'Brien
Home and School President 2009-2010

Dear Corpus Christi Families,

Following is a brief description of many of the volunteer opportunities available at CCCS! Participation in these events will help you play an active role in your child's education. It will also help you fulfill your Volunteer Service Hours and it will be a lot of fun!

Si se necesita ayuda en rellenando La Forma de Participacion Voluntaria de Familia, por avor llamele a Deb Rios a 994-9864.

Please review the information carefully, as updates and changes have been made. By Diocesan mandate, an **Application for Children and Youth Work** must be filled out and filed with the school office, if you plan to work directly with students. A new application must be filled out each new school year. Programs requiring this completed application are marked with an asterisk.

How can you get involved? Choose a few items from the volunteer list that sound interesting to you and then fill out the **Family/School Volunteer Program Sign Up Form**. This form will be mailed to all families in August. It is also available online and in the school office. Your name, phone number, and e-mail address will be forwarded to the chairperson/overseer of each program you have marked. They will then contact you as far as availability, etc. *Please note that we have a need for help in several volunteer positions in Athletic Boosters Club this year!* Please feel free to contact the school office if you need any assistance securing your volunteer intentions throughout the year. Volunteering at Corpus Christi is a gift to the school, your children, and yourself. We can't be the best we can be without *you!*

Thank you for all you do!

Volunteer Coordinator - Home & School Association

Family/School
Volunteer Opportunities
Corpus Christi Catholic School
2009/20010

SCHOOL PROGRAMS:

***Library and Media Center Helpers:**

Assist children in choosing and checking out books, etc.: Checking in books and returning them to shelves: At-home opportunities for book repair or new book labeling/registering into the system. Time commitment: 3-4 hours/week or every other week.
Chair: Jane Greenman 994-9864 ext 110

***Tutor/Classroom Helpers:**

Assist teachers in classroom working directly with student. Opportunities include coordinating/organizing a program, tutoring, and classroom helper, Art or Computer Aide. Time commitment: Varies.

Chair: Teachers

SCHOOL PROGRAMS (continued):

Herrick Library Books Program:

A librarian at Herrick Public Library selects books from their shelves for each of the "Topic Books" the kindergarten children study. Mrs. Coffin needs a volunteer(s) to pick these books up from the Children's Desk at the library, check them out and bring them to her classroom on a regular basis.

Chair: Teri Coffin

994-9864 ext.118

***Lunchroom/Playground Supervision Sub:**

Provide occasional lunchtime playground duty or lunchroom help with other parents and staff.

Chair: Office

***Catholic Schools Week:**

A variety of School and Parish events for one week in late January/early February. Help is needed for all school events (organizing or helping with activities and assemblies) and the "CSW Student Raffle".

Chair: Office

***Talent Show:**

Are you a star maker? We need stagehands for putting on the best entertainment in Holland! The show is usually during Catholic Schools Week. Time Commitment: January and early February

Chair: Martha

Bischoff 786-4887

Special Persons Day:

A celebration of Mass, music, art exhibits, and hospitality for our students and the special adults in their lives. Time commitment: Flexible.

Chair: Office

Translator:

Assist school office in providing better communication with students/families who speak English as a second language. Time commitment: Varies as needs arise.

Chair: Office

Office Aides:

Assist school and development staff with various office duties (copying, collating, laminating, development campaign envelope stuffing, etc.). Time commitment: Varies.

Chair: Office

***Publishing Center:**

Work in various capacities to publish students' books, including interviewing/editing with the students, typing the stories at home (format provided), and binding the books and returning them to teachers. The Publishing Center usually runs from October through April. Training provided!! Time commitment: Flexible in the months of October through April.

Chair: Needed

Birthday Bulletin Board:

Decorate bulletin board display highlighting student and staff birthdays. Time commitment: Take turns on a monthly basis with other committee members.

Chair: Amy

Plackowski 748-5172

Box Tops/Soup Can Labels:

Help collect labels & box tops and submit for reimbursement or items.

Chair: Needed

Sacristan and Chapel Art for Children's Mass:

Mass preparation and/or chapel decoration during the year.

Chair:

Karen Bush 772-1576

*** -Requires background check and approval of the Principal. Please complete an Application for Children and Youth Work Form.**

HOME AND SCHOOL ASSOCIATION:

Home and School Association Member: You are automatically considered a member and your opinion always matters! Please join us at the monthly meetings on Aug. 31st and on the first Monday of each month in Oct. through June. (6:30 p.m.) The Home and School Association is C.C.C.S.'s equivalent to a PTA.

***Room Parent:**

Are you a good organizer, delegator, and communicator? Each Room Parent recruits classroom parent volunteers to assist teachers in coordinating a few "social events" for their class during the year such as: Classroom holiday parties; Spring Fundraiser classroom baskets/projects; new student/family welcome committee; a classroom-family/parent get together; and a "Teacher Appreciation" classroom coordinator. Room Parents will need many volunteers for parties and projects. Be sure to sign up in your student(s)' classroom at the Open House!

Chair: Rebekah

Brown 394-0418

Fall Fundraiser:

Assist with running this year's walk a thon on Sunday, October 18th! We will need many volunteers on various sub-committees. Time commitment: 1, 2 or 3-hour shifts

Co-Chairs: Home

and School Officers

Spring Fundraiser:

A variety of duties are available in helping with the school's important fundraiser. Chair/Co-chairs and MANY VOLUNTEERS are needed to make this event a success!!! Time commitment: Varies.

Chair:

Rose Bays 566-6253

Special Events:

Help with implementation of special events throughout the year including Sacrament-related activities for students, passing out popsicles at the end of the Tulip Time Parade to student marchers and making our teachers/staff feel appreciated.

Chair: Holly

Bouwens 738-1063

***Field Day:**

Judged by students as one of the best days of the year! This is an end-of-year celebration with games and activities. Volunteers are needed to help plan and run activities, provide food, serve lunch and make the day a success for all students!

Chair: Holly

Bouwens 738-1063

Book Fair:

Set up, assist children with previews, serve as cashier, tear down, etc. during our October and March Book Fairs. Time commitment: Varies.

Chair : Suzette

Lisowski 994-0676

Pop Can Collection:

Weekly rotation of volunteers to pick up pop cans brought to school by students, take to recycling center, and return profits to chair.

Chair: Tye Starr 393-2067

New Families:

Make our new families welcome! Helping to pair new families with "buddy families", updating and supplying our new families with information packets, and generally making sure our newest students and parents feel at home at Corpus Christi. Time commitment: Varies.

Chair: Carmelita

LaPorte 748-0504

*** -Requires background check and approval of the Principal. Please complete an Application for Children and Youth Work Form.**

ATHLETIC BOOSTER CLUB:

Corpus Christi has a variety of sports for students in the fifth through eighth grades. In order to make the programs a success, it is imperative that every athlete's parents are involved in supporting Booster activities. You don't have to have a 5th – 8th grader to

volunteer for the Boosters, however IF your child participates in a sport for our school, expect to assist in some way during the year. Training is provided!!

Team Leaders:

Responsibilities include scheduling volunteers for game day to work the scoreboard and concession area; opening and setting up the gym for games; taking in and depositing day's proceeds with the Treasurer; overseeing & assisting with clean-up and closing of the gym at the end of day's games.

Team Members:

Responsibilities include helping out either on the scoreboard or in the concession area when your team is scheduled to work the gym. With four teams, this works out to approximately once a month, with the exception of tournaments.

Fundraising:

Assist in fundraising activities during the year. Major fundraisers in the past have included Sunday pancake breakfasts at the parishes, and a Golf Outing.

Uniform and Equipment:

Assist with maintenance, distribution, and collection of all equipment and uniforms.

Concessions:

Responsibilities include working concessions during competition as well as assisting Concessions Chair in item procurement and concession set-up and takedown.

***Coaching:**

Do you have knowledge/experience in boys and girls organized sports? Boys' sports include soccer, basketball, cross-country, track & field, and baseball. Girls' sports include soccer, basketball, volleyball, cross country, and track & field.

We have openings on our Board and Committee Chair positions! Please contact a Boosters member for information.

* -Requires background check and approval of the Principal. Please complete an Application for Children and Youth Work Form.

If you have questions about any of these volunteer opportunities, please contact our CCCS office at 994-9864.

Thank you!!

**Family/School Volunteer Program Sign Up Form
Corpus Christi Catholic School 2009/2010**

Mother's

Name: _____

Phone

Number(s): _____

—

Email

Address: _____

—

Father's

Name: _____

Phone

Number(s): _____

—

Email

Address: _____

—

Please assign a letter to each volunteer area of interest as follows:

M= Mother F= Father O= Other (such as grandparent)

SCHOOL/PROGRAMS:

_____ ***Library/Media Center**

_____ ***Tutor/Classroom Helper:** *(please indicate if you have a grade preference.)*

_____ **Herrick Library Kindergarten Books**

_____ ***Lunchroom Supervision Sub**

_____ ***Playground Supervision Sub**

Catholic Schools Week

_____ ***Help with school events during the week.**

_____ **Help with Parish events (Mass participation such as Greeters, Servers, Readers, etc. as well as**

activities in gathering areas between Masses.) *Please let us know your parish & preference:*

_____ **Talent Show**

_____ **Special Persons Day**

_____ **Translator:** Language(s): _____

_____ **Office Aides:**

Please circle preference: copying collating laminating
Nurturing the Spirit of a Child Campaign envelope stuffing

Publishing Center

- _____ * Interviewing and assisting students with stories they've written.
- _____ Typing stories at home. (Format and easy instructions are provided.)
- _____ Binding books and returning to teacher for distribution.

_____ **Birthday Bulletin Board:** I can decorate the board. I prefer the month of _____
if possible.

_____ **Box tops and Soup can labels.**

_____ **Children's School Mass**

Please circle preference: Mass prep Art & Environment

*** -Requires background check and approval of the Principal. Please complete an Application for Children and Youth Work Form. This form is available online and in the school office.**

HOME AND SCHOOL ASSOCIATION:

Home and School Association member: (You are already a member! ☺)

_____ ***Room Parent:** Room Parent Sign up sheet in classrooms!

_____ **Special Events:** Please circle preference: 1st Communion Popsicles Teacher
Appreciation Week

_____ **Field Day:** Please circle preference: Donate Food Field Day Help

_____ **Fall Fundraiser**

_____ **Spring Fundraiser**

_____ **New Families**

_____ **Book Fair**

_____ **Pop can Collection**

ATHLETIC BOOSTERS:

**My child(ren) will be participating in these sports this year (please indicate
Girls/Boys and Grade when listing each sport!)**

_____ **Team Leader**

_____ **Team Member**

_____ **Fundraising**

_____ **Uniforms and Equipment**

_____ **Concessions**

_____ ***Coaching:** Please indicate Girls/Boys, Grade, and Sport Preference.

*** -Requires background check and approval of the Principal. Please complete an Application for Children and Youth Work Form. This form is available online and in the school office.**

PARISH MINISTRIES:

We believe that we must be active supporters with our time, talent, and treasure for our parishes as well. Please indicate if you are already helping in any of these areas, or if you would like to have more information about becoming involved.

Parish: Our Lady of the Lake: _____ St. Francis de Sales: _____ Other: _____

	<u>Already Involved</u>	<u>Would like more info</u>
Usher	_____	_____
Lector	_____	_____
Eucharistic Minister	_____	_____
Grounds Committee	_____	_____
Various Boards	_____	_____
Nursery Worker	_____	_____
Funeral Lunches	_____	_____
Catechists	_____	_____
Children's Liturgies	_____	_____
Choir	_____	_____
Sacristan	_____	_____
Greeters	_____	_____
Servers	_____	_____
Coffee and Doughnuts	_____	_____
Other	_____	_____

Goods and Services: Do you own a business or work for one that would consider making a donation of some sort to benefit our school? Our Development Office, The Home and School Association, and The Athletic Boosters could always use your help in our fundraising efforts. Your name and idea(s) listed below will be gratefully accepted and pursued. While mega-donations of cash are *always* useful, gift certificates, art, furniture, sports items, technological devices, catering, rounds of golf, use of a condo/cottage, etc. are enormous contributions to our fundraising events! Be creative!

Person to Contact: _____

Phone Number:

Info:

Thank you for filling out this Family/School Volunteer Program Sign up Form and helping your school and parish!
Please remember to bring this form and
The Application for Children and Youth Work with you and turn it in
at the
Corpus Christi Open House on Wednesday, September 2, 2009!

The Sign Up Form will be entered into a free drawing for a gift card!
Or,
Please submit this form to the school office NO LATER than September 11, 2009!

Thank you for helping to make our 10th anniversary year a great one at CCCS!