



## ST. STANISLAUS SCHOOL FAMILY SERVICE COMMITMENT

This booklet has been developed by the Administration. For families new to the school, it is an opportunity to acquaint you with the many activities taking place throughout the school year. For returning families, we hope that it will help you select those activities you would like to participate in this year.

The Family Service Commitment Program is familiar to many parochial school parents across the country. We initiated the program at St. Stanislaus School in 1996. The enthusiasm and cooperation of so many families has ensured the success of all scheduled events.

It is often said that the difference between a good school and a great school is the parents. We know that we all share in wanting the best possible educational experience for our children. Through your involvement you help to make St. Stanislaus School a truly great school.

During the 2017 – 2018 school year, each family is required to fulfill ten (10) hours of service. Service hours can be performed by grandparents, but cannot be transferred to other families. You are not limited to 10 hours. We enjoy your company!

Families may opt for a \$250.00 payment (\$25.00 per hour) in lieu of the required hours. **Families of Kindergarten and 8<sup>th</sup> grade students must complete their hours by May 18, 2018 or pay the monetary equivalent prior to graduation. Families who have not served their 10 hours by May 24, 2018 will be responsible for contributing the monetary equivalent.**

Service hour documentation sheets will be available in the school office, on the school website, and at all events. Families should fill out the form completely and have it authorized by the event/committee chairperson. The completed and signed form should then be returned to the school office to credit your hours. Please keep a copy for your records should any questions arise. **Volunteers are responsible for providing signed**

**documentation to receive proper credit. This applies particularly for athletic coaches.**

The administration reserves the right to use its discretion in determining the placement of individuals in service areas, in approving additional events, or initiating changes to the service commitment.

**Note: \*\*\*Due to the fact that field trip chaperoning opportunities are very limited, field trip chaperoning “WILL NOT” be used toward fulfilling your service commitment hours.\*\*\***

Individuals serving in any on-going school or parish positions (listed below) automatically fulfill their service commitment. Please have the service form filled out, authorized, and returned to the school office.

The faculty and staff look forward to working with you to promote the value of service as you join in the teaching ministry of the Church. We encourage you to ask for help, direction, or advice as you participate in the numerous opportunities to volunteer.

Together let us pray that God, who began this good work in us, may carry it through to completion. We thank you for your priceless gift of gratuitous service.

**IN SCHOOL Positions**

- Teacher Aide/ Preschool Aide
- Lunch Room Monitor
- Library Aide
- Parent Safety Patrol (before or after school, parking lot)
- Development Office Aides (mailings in school) etc.
- Technology Assistant
- Cafeteria Help
- Development Committee
- Campbell Soup Label Coordinator
- Coke caps/Box codes Kula.com Coordinator
- Ink Cartridge Recycling Helper
- Box Tops for Education Coordinator
- Archives Coordinator
- Bingo Breakdown/Bingo Kitchen/Bingo callers
- Bingo shoppers/Sandwich helpers/Soup makers



**SCHOOL RELATED**

- HASA event chairperson
- Auction Committee members
- Golf Committee Members

## PARISH Positions

Youth Ministry Adult Committee

Youth Ministry Chaperones (may use required hours toward family service commitment)

Athletic Association Coach/Assistant Coach

Scouting Program Leader/Assistant Leader

Parish Lectors/Eucharistic Ministers/Religious Education Teachers

## ADDITIONAL SERVICES

Individuals donating professional services to the School/Parish

Bingo Helpers

Youth Ministry telephone contact person

Raffle Prize Coordinator

If you have any questions regarding these activities/committees, please call the school office @ 592-5135 or email [ststanis@st.stanislaus.mec.edu](mailto:ststanis@st.stanislaus.mec.edu)



Indicates a school sponsored event. Contact the school office by phone or email for more information.



Indicates a HASA sponsored event. Contact the HASA chairperson for more information. [carriannel121@verizon.net](mailto:carriannel121@verizon.net)

\*Please note - times listed are for volunteers, not the event times.

## Family Ambassador

*Volunteer Responsibilities:* Volunteers will welcome families new to St. Stanislaus School prior to the start of the school year, and will continue to answer questions and serve as a resource after the start of the school year and throughout the year as needed.



## AUGUST

**Uniform Swap** – Saturday, August 19, 2017 (9:00 a.m. – noon) School gym  
Volunteers will assist with set up, display, and organization of uniforms by size and category. They will help parents with uniform drop offs, exchanges, and purchases. At the end of the swap, all uniforms will be packed for storage.



## SEPTEMBER

**Kindergarten Clown Around** – Sunday, September 10, 2017 (\*12:30 – 2:30 p.m.)

Volunteers needed to set up, decorate and assist with activities for the incoming kindergarten students. No Kindergarten parents please. Kindergarten families are encouraged to attend and participate.



**Parent Information Night** – Monday, September 11, 2017  
(\*6:00 – 8:30 p.m.)

Volunteers needed to welcome people, set up, serve light refreshments, and clean up afterwards.



**HASA Bake Sale & Raffle** – Saturday, September 9, 2017  
Sunday, September 10, 2017

Volunteers are needed to bake, set up, and sell goods after each of the weekend masses. Raffle prizes may also be collected. **Donated baked goods are credited no more than one (1) service hour per family.** Raffle prize contributions are equal to the value of the item donated.



**School Picture Day Helper** – Friday, September 22, 2017 (8:30-11:30 a.m.) Helping students with hair etc.



## OCTOBER

### **Parish Bazaar**

Friday, October 13, 2017 (\*10:00 p.m. set up)

Saturday, October 14, 2017 (12:00 – 8:00)

Sunday, October 15, 2017 (11:00 – 6:00)

Volunteers needed to work in booths (Library, HASA, and Youth Ministry) and in all areas. Please help! Be sure you have the documentation slip signed and returned to be credited with service hours.

**HASA Halloween Parade** – Monday, October 30, 2017

(1:45 p.m.) Help is needed to supervise stations and distribute treats to students.



## NOVEMBER

**Benefactor's Reception** – Wednesday, November 15, 2017 (\*5:00 – 9:00 p.m.) Volunteers needed to assist with set up, serving food and refreshments, and clean up at the end of the evening.



## NOVEMBER - DECEMBER

**Santa's Secret Shop** – Monday, November 27 &

Tuesday, November 28, 2017. (8:30 a.m. – 2:15 p.m.)

Volunteers needed to help children in Christmas gift selections at this in school event.



**Breakfast with Santa** – Sunday, December 3, 2017

Volunteers are needed to set up, assist in the kitchen with preparing, serving, supervising children's activity stations, and clean up at the end of the event.



**Christmas Concert (Coffee & Clean-up)** – Monday, December 4, 2017  
Volunteers needed to sell raffle tickets and assist with refreshments and clean up after the concert.



## **JANUARY**

**Catholic Schools Week Open House - Sunday, January 21, 2018**  
(11:00 – 1:00) Volunteers needed to set up, greet perspective parents, serve refreshments, and clean up at the end of the event.



**Book Fair – Parent Sneak Preview** – Monday, January 29, 2018 (4:00-6:30 p.m.)

## **February**

**1<sup>st</sup> Reconciliation Reception** – Saturday, February 10, 2018

Volunteers set up and serve refreshments and baked goods and clean up at the end of the event



**Father-Daughter Dance** – Saturday, February 10, 2018 (\*5:00-9:00)

Set up and decorating, serving, clean up



**Ash Wednesday Fish Fry** – Wednesday, February 14, 2018 (\*3:00-7:00 p.m.) Volunteers to assist in set up, preparing food, serving, and clearing tables.



## **MARCH**

**Silent Auction and Raffle** – Saturday, March 3, 2018 (\*4:00 – 10:00 p.m.) Volunteers are needed to assist with admission tables, raffles, kitchen help, clearing tables, auction runners etc.



**Grandparents’/VIP Day** – Monday, March 12, 2018 (\*8:00-noon)  
Volunteers needed to set-up, serve refreshments, and clean up.

**HASA Soup Kitchen** – Monday, March 19, 2018  
Volunteers needed to help prepare food, bake desserts, and serve at Lorraine’s Soup Kitchen, Chicopee



**Cultural Fair/Open House** – Wednesday, March 14, 2018 (\*5:30-8:30 p.m.)

## **APRIL**

**Mother-Son Dance** – Saturday, April 7, 2018 (\*5:30-9:00) Set up and decorating, serving, and clean up.



## **Fitness Walk**

Wednesday, April 25, 2018 (\*8:30 a.m.-2:00 p.m.)

Parents needed to supervise students, walk with classes, and assist with water stations and activities.

## **MAY**

**Jesus Day** – Saturday, May 5, 2018 (\*8:30 a.m. -12:00 p.m.)



## **Mother's Day Plant Sale**

Plant wrapping and set-up – Thursday, May 10, 2018 (1:30p.m.)



Plant Sale – Friday, May 11, 2018 (8:00-11:00 a.m.)

Volunteers needed to sell plants at this in-school event.



## **School Picnics**

Tuesday, May 22, 2018 (\*8:00 a.m. – 2:30 p.m.)

(Rain date - Thursday, May 24, 2018)

Volunteers needed to assist in supervising activities, cooking and serving lunch. Game coordinators are needed to assist the gym teacher with various games.

## **June**

**Golf Outing – Tekoa Country Club** Sunday, June 3, 2018

Volunteers needed to assist with a variety of activities! Mark your calendars and join us for a wonderful time.



**Kindergarten Graduation** – TBA (5:30-8:30 p.m.)

Volunteers needed to set up after school (2:45-3:30 p.m.), serve refreshments, and clean up after this event.



**Kindergarten Orientation** – TBA (8:30-11:00 a.m.)

Volunteers needed to serve refreshments.



**Uniform Measuring Day** – TBA (\*10:00a.m.- 12:00 p.m.)

**Eighth Grade Graduation** – (Date & Time T.B.A.)

Volunteers needed to decorate, serve refreshments, supervise dance, and clean up after this evening event. Parents of K through 7<sup>th</sup> grade students are invited to assist with this event.



**Uniform Swap** – (Date & Time T.B.A.\*9:30 a.m.-noon)



## **Descriptions**

**Teacher Aide** – An individual to assist the teacher in the classroom one day a week.

**Pre-school Volunteer Aide** – An individual to assist in the supervision of small groups of children in the pre-school one day a week.

**Lunch Monitor** – An individual who helps to supervise students during the lunch, assist students with opening containers, and helping supervise students during recess period.

**Library Aide** – An individual who helps in the library, cataloging books, helping children select books, and reading stories to small groups of children.

**Parent Safety Patrol** – Ongoing commitment to facilitate the safe flow of traffic behind the school mornings or afternoons.

**Developmental Office Aides** – Individuals who are willing to help at home or in school with projects such as bulk mailings, etc.

**Archives Organizer** – An individual who will organize photos and newspaper clippings.

**Bingo Breakdown Team** – Individuals to breakdown and reset gym and cafeteria tables and chairs after bingo. (Fridays 10:00 p.m.)

**Bingo Kitchen Help** – Volunteers to assist in the kitchen with food prep and sales. (Fridays 4:30-8:30 p.m.)

**Raffle Prize Coordinator** – An individual who will collect contributions for a raffle at selected events.

**Development Committee** - Marketing & Communication  
Individuals needed to assist in promoting the school in the community, posting information on free sights, helping with the Silent Auction, and various school events.

**Technology Assistant** – Volunteers to assist the computer teacher with maintaining computer hardware, installing software, and updates, etc. on computers, iPads, and Chromebooks.

**Computer Aide** – Volunteer to assist computer teacher with Kindergarten and Grade 1 classes weekly.



CHICOPEE, MASSACHUSETTS

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Thank you for your involvement and cooperation with our Family Service Commitment Program. If you have any questions, please call the school office. The hours are: Monday – Friday (8:00 a.m. – 3:00 p.m.)



St. Stanislaus School

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