Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

THANK YOU for your continued commitment to St. Norbert School and our students. Any questions can be directed to Amanda Schalich, HASA President at [Amanda.schalich@gmail.com](mailto:Amanda.schalich@gmail.com) or 610-764-6487. Please return your completed form to the school office.

**Please Note: All volunteers must have their required security clearances in order to volunteer.**

School Involvement

Lunch and playground volunteers are essential and require ongoing support throughout the school year. Each family is expected to volunteer 10 times at a \*minimum\* for these duties throughout the year to provide our children with the care they need.

\_\_\_\_\_ Opt out of volunteering for playground and/or lunch duty ($250 fee, payable to SNS HASA)

Playground Duty: These volunteers are responsible for **monitoring the playground** during the lunch period. (12:05–12:55pm)

\_\_\_ Mon. \_\_\_ Tues. \_\_\_ Wed. \_\_\_ Thurs. \_\_\_ Fri. \_\_\_ Any Day

\_\_\_ Weekly \_\_\_ Every Two Weeks \_\_\_ Every 4 Weeks

Specific Request (e.g. 14th of each month):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please notify me when positions are open and I will try to fill in:\_\_\_\_\_

Kitchen Duty: These volunteers work with Mrs. Myers to **prepare and serve lunch to the students** from 11:45-1:00pm. Please see the separate kitchen volunteer form in your summer packet. This form needs to be returned to Mrs. Myers, SNS Dining Hall Manager.

HASA School Events

Back-to-School Picnic: Friday, September 13th: This picnic takes place from 4:00 to 6:00 pm.  Pizza, drinks and desserts will be provided.  Volunteers are needed to help set-up, serve during picnic and clean-up. This is a rain or shine event.

\_\_\_\_\_\_ Volunteer

Trunk or Treat: Friday, October 25th: This event will take place in the Church parking lot.  Decorate your car trunk for Halloween and line up in the parking lot for the children to “trick or treat”. Volunteers are needed to help organize the event.

\_\_\_\_\_\_ Volunteer

Grand VIP Day: Friday, November 8th: This annual event honors the VIPs in the students’ lives. Volunteers are needed to help set-up, hand out name tags, serve and clean-up.

\_\_\_\_\_Volunteer

Secret Santa Workshop: Monday, December 2nd to Wednesday, 4th: The workshop allows children to purchase gifts for relatives (and others) at cost.  Gifts range from $1 to $10. Volunteers are needed to help set-up and work shifts during the workshop.

\_\_\_\_\_\_ Volunteer

\*\*Catholic Schools Week (“CSW”): Nickels to Knock Out Cancer: Wednesday, January 29th: This fundraiser will raise money to help eliminate childhood cancer.

\_\_\_\_\_Volunteer

\*\*CSW: Teacher Appreciation Brunch: Tuesday, January 28th: Volunteers are needed to set up and clean-up as well as provide classroom coverage for the teachers to enjoy brunch.

\_\_\_\_\_Volunteer

\*\*CSW: Ice Cream Social: Thursday, January 30th: A sweet treat during Student Appreciation Day. Volunteers are needed to set up, scoop ice cream and help serve and clean up during lunch.

\_\_\_\_\_\_ Volunteer

\*\*CSW: Pizza Bingo: Friday, January 31st: Tons of fun for the kids!  Guest number caller. Volunteers are needed to set up, serve pizza and clean up.

\_\_\_\_\_\_ Volunteer

The Princess Ball: Saturday, April 18th: Our annual Father/Daughter dance. An extra special night for the girls of our school! Volunteers are needed to provide appetizers, make baked goods, and help with decorations, set-up and clean-up.

\_\_\_\_\_\_ Volunteer

Mother/Son Baseball Game: Date TBD: Our annual Mother/Son Event. A fun-filled time for all our boys!  Volunteers are needed to help organize the event and escort the boys to the field during the opening ceremony.

\_\_\_\_\_\_ Volunteer

Breakfast of Champions: Monday, June 8th: The kick-off to Field Day is a combination of service project and celebration. Coordinator is responsible for getting supplies for the event and delivering donated cereal to local food bank. Volunteers help to serve the cereal and milk to the students on the morning of Field Day.

\_\_\_\_\_\_\_\_\_ Coordinator \_\_\_\_\_\_\_\_\_ Volunteer

Field Day: Monday, June 8th: Games are set up and direction is given by the physical education teacher.  Each game station requires 2 volunteers. Volunteers are also needed to keep stations stocked with water, provide “first aid,” organize lunch, water ice, etc.

\_\_\_\_\_\_ Volunteer

Specific One-time Volunteer Opportunities

Health Screening Assistant: Friday, September 27th, 8:30- 11:30am \_\_\_­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_ Volunteer

Picture Day Assistant: Monday, October 21st, 8:30- 11:15am \_\_\_\_\_\_\_\_ Volunteer

Special Events

Designer Bag Bingo: Friday, November 15th: A great “Girls Night Out” to benefit the St. Norbert School Development fund. Volunteers are needed to help plan the event, decorate and clean-up.

\_\_\_\_\_\_\_Volunteer

Spring Social: Saturday, May 2nd: Volunteers are asked to work on a committee to create a special event for our school community which benefits the St. Norbert School Development fund. Meetings are generally held once a month until the event takes place.

\_\_\_\_\_\_\_\_Volunteer

Continual Volunteer Support

HASA Board: This board meets once a month to review the upcoming schedule and continue to support our teachers, parents and students.

\_\_\_\_\_\_\_\_\_ Volunteer

Homeroom Representative for NEXT year (2020-2021): Responsibilities include coordinating volunteers from within the class to provide refreshments, goodies, etc. for holiday parties or special events.

\_\_\_\_\_\_\_\_ Volunteer \_\_\_\_\_\_ Grade

Landscaping Committee: Volunteers are asked to help keep the weeds pulled and the flowers watered. During the Christmas season, volunteers are asked to help string lights around the gate surrounding the playground.

­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_ Volunteer

Library Aide: Volunteers are needed to assist with processing, shelving and checking books in and out during classes. Please contact Mrs. Cardile in September about times.

\_\_\_\_\_\_ Tuesday \_\_\_\_\_\_\_\_ Wednesday

Bakers: Bakers are needed to provide baked goods for various school social functions throughout the year.

\_\_\_\_\_\_\_ Volunteer

Buddy Family: Buddy families are needed to contact new families coming into the school.  They will try to address any questions the new family may have and provide guidance during their first year at St. Norbert and beyond. Assistance provided by the SNS Advancement Coordinator.

\_\_\_\_\_\_\_\_ Volunteer

Uniform Exchange Organizer: Volunteers are needed to organize and maintain the SNS uniform exchange.

\_\_\_\_\_\_Volunteer

HASA Linens and Closet: Volunteers are needed to organize and maintain the HASA closet, coordinate dry cleaning of linens following events.

\_\_\_\_\_\_Volunteer