

**St. Anthony of Padua**  
**Home & School Association and S.A.L.T.**  
**Volunteer Opportunities**

School Year 2017-2018

Dear Parents,

There are many ways you can be involved at St. Anthony of Padua School and we need you! Whether it's a little or a lot, your involvement is the key to your school association's success! As they say, many hands make work light! If you are not familiar with SALT, please be sure to read "What is the Home & School Association and S.A.L.T.?" on p. 2.

Prayerfully consider your gifts of time and talent and where you might wish to lead or assist in the various areas shown in this Handbook of Volunteer Opportunities. The areas of need with a brief description of the opportunities are set out in pages 3-6. If there is a Chairperson noted, you may feel free to contact them directly if you have further questions. Or, you may contact any one of the Executive Committee members or Principal Whelan.

When you answer the call, we are all blessed! Thank you in advance. We look forward to seeing you in the next school year. And thank you for all your past support.

Sincerely,

Home and School Association  
St. Anthony Leadership Team (S.A.L.T.)

Lisa Barnum, President  
[rxlap@yahoo.com](mailto:rxlap@yahoo.com)

Shannon Kivinen, Treasurer  
[dskivinen@hotmail.com](mailto:dskivinen@hotmail.com)

# What is the Home & School Association and S.A.L.T.?

**Home & School Association and S.A.L.T. (St. Anthony Leadership Team)** is the major support organization for St. Anthony of Padua Catholic School. It is S.A.L.T.'s responsibility to coordinate the many volunteer committees and to provide support to the school staff, students, and you - the parents!

**Home & School/S.A.L.T.** consists of an Executive Committee: President; Vice-President/Fundraising Co-Chair; Secretary; Treasurer; Principal; a committee member from each Class (*Lead Room Parent*), and *Marketing Coordinator(s)*. Home & School/S.A.L.T. meets monthly during the school year. *Any parent is welcome to attend the Home & School meetings. These are OPEN Meetings.*

**S.A.L.T. COORDINATES:** we coordinate about 12-15 volunteer committees throughout the year, including Room Parents, Hospitality, BoxTops and Label collection, special community events, and more.

**S.A.L.T. SPONSORS:** we sponsor the Parent Ambassador program, Family Events, and other community events, Catholic Schools Week activities, school assemblies, other fundraising programs like the Wildcat Walk and Restaurant Nights.

**S.A.L.T. PROVIDES:** we provide funds to support teachers with their classroom needs, seasonal gifts to support staff, \$25 to each Lead Room Parent for help with parties, \$10 per student toward field trip costs, treats for students/families on special days (Walk-A-Thon, Field Day, 8<sup>th</sup> Grade Reception, Awards night), and rose bushes to 8<sup>th</sup> grade families with their last child leaving St. Anthony.

**S.A.L.T. SUPPORTS:** we support student organizations with a monetary donation (Drama Club, Odyssey of the Mind, Science Olympiad, etc..). We support our teachers, students, parents and school staff, and library, throughout the year.

**S.A.L.T. COMMUNICATES:** we communicate upcoming events and information in the weekly newsletter, calendar, **Facebook (St Anthony of Padua Home & School Association/SALT) - like us!** , and the St. Anthony website ([www.saparish.com](http://www.saparish.com)); we also communicate volunteer opportunities within St. Anthony.

**S.A.L.T. SERVES:** we serve the needs of the school community by forming a strong and effective partnership between HOME and SCHOOL!

To view the St. Anthony of Padua School Home & School Association By-Laws, please go to our website at [www.saparish.com](http://www.saparish.com)

President:	Lisa Bamum
Vice President:	Open
Secretary:	Open
Treasurer:	Shannon Kivinen
Marketing Coordinator:	Mary Wieber

**Chairperson: Mary Wieber**

### **Assemblies Team Leader**

This person will research and collect information on speakers/ topics/programs for potential school assemblies. She/He will present options at S.A.L.T. meetings and then proceed with necessary scheduling and organizing. Goal is for two-four special student assemblies per year, depending on cost/budget.

*Chairperson: OPEN*

### **Box Tops Team Leader**

Oversee the collection, trimming and counting of Box Tops and Labels for Education. Usually there is a pool of helpers that you will organize and mobilize to make the submission deadline dates. Box Tops monies represent approximately 20-25% of the H&S Budget. Labels for Education is a redemption program that provides purchasing power from the LFE Catalog of educational merchandise. Critical submission deadlines are Nov. 1 and Mar 1.

*Chairperson: Brooke Shuff*

## **II. Volunteer IN THE CLASSROOM**

### **Classroom Auction Project Team Leader**

TWO volunteers, per grade, coordinate a classroom project that is offered for sale at the Auction. Auction will take place in November 2017. The *Classroom Auction Project Coordinator* communicates with the *Auction Committee Chairperson* prior to the start of your project to get some general direction on the auction theme. You work with teachers and students on a one-of-a-kind class project, and collect donations, (money or items) to fit your theme. The project needs to have a written description for the Auction Catalog prior to press time, and be completed for preview a few weeks before Auction. If needed, you can call upon your *Lead Room Parent*, and the *Classroom Parent Team* for any assistance.

*Chairperson: OPEN*

### **Classroom Parent Team**

Two or more parents per classroom are needed to act as a 'helping pool' throughout the year. The team helps the *Lead Room Parent* at holiday parties and other special events. They help the *Auction Basket/ Project Team Leader* on the class project, and they help with the *Outreach Ministry*, if needed. The *Lead Room Parent* will touch base with you by October 1<sup>st</sup>. You may be called upon for other class-specific needs, i.e. field trips, Catholic Schools Week fun days, and special events.

*Additional information available from S.A.L.T. Executive Team and Lead Room Parent*

### III. Volunteer for HOSPITALITY

**Hospitality Team Leader:** This volunteer coordinates the hospitality for main-event receptions, such as the Christmas Program, Catholic Schools Week VIP reception, teacher conference meals, etc. She procures refreshments via school-wide jean day donations, newsletter, or phone calls. She arranges set-up teams, serving teams and clean up teams using the *Hospitality Pool* (see 8. below) and middle school students, as permitted.

*Chairperson: Betsy Pierson & Kellie Sutherland*

**Hospitality Pool.** Help at events (mentioned above), with set-up, serving, or clean-up. Make/Provide food for events.

**Parent Ambassadors for New Families (Mentors).** Meet new families in August at New Family Welcome, mentor families throughout the school year, answering questions, guiding through Scrip, volunteering, Catholic Schools Week, fundraising events, etc. Training will be provided.

*Chairperson: OPEN*

### IV. Volunteer for GENERAL SCHOOL HELPER

**Out Reach Ministries Team.** Working with Classroom Parent Teams and Principal with the following Out Reach opportunities.

- K – Degage Ministries (Christmas gifts)
- 1<sup>st</sup> Grade–St. Ann’s Home (Plant annuals in spring)
- 2<sup>nd</sup> Grade–Ronald McDonald House (Visit from rep. of RMH, collect tabs)
- 3<sup>rd</sup> Grade–Kid’s Food Basket
- 4<sup>th</sup> Grade–Telamon Corporation
- 5<sup>th</sup> Grade–DeVos Children’s Hospital (Collect items for children)
- 6<sup>th</sup> Grade–Hope Network (drivers needed for visit with residents)
- 7<sup>th</sup> Grade–In the Image/St. Vincent DePaul (drivers, work at facility)
- 8<sup>th</sup> Grade–Sibley Toy Drive

*Chairperson: OPEN*

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This completes the section on the **Home & School Association/S.A.L.T. Volunteer Opportunities**. However, please note there are, and WILL BE, other areas where your help is needed to meet the needs of the school. These include, but are not limited to, the areas listed below.

### V. Other Areas to Volunteer...

- > Lunchroom/Recess Monitors (all grades) (tuition stipend offered, contact School Office for more information)
- > Library Helpers (PS-5<sup>th</sup> Grade)
- > Odyssey of the Mind, coaches and helpers (All grades)

- > Drama Club (7/8<sup>th</sup> Middle School)
- > Athletic Boosters, Coaching, Concessions, Spring Clean Up. (5<sup>th</sup>-8<sup>th</sup> Grade)
- > Talent Show, Field Day
- > Major Parish Fundraising events such as Auction for Education, Spring Festival
- > Strategic Planning Implementation (4 distinct areas)
- > Teacher driven volunteer opportunities in the classroom.

**If any area above interests you, please note it on your return Planning Form and we will pass your name along to the appropriate organizers. THANK YOU!**

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