



FAMILY SERVICE HOURS & VOLUNTEER OPPORTUNITIES

<https://queenofapostlesschool.org/parents/pto/>

Parental involvement at Queen of Apostles Catholic School is vital to our student’s education, strengthens our school community, and helps keep the school's operating costs to a minimum. Each family, regardless of the number of students enrolled, is required to complete twenty (20) hours of volunteer service during the 2016-2017 school year. Service hours may be spend to support and assist with fundraisers, clubs, activities, sports, athletics, school pride or school support activities.





Service hours may be accrued from July 1 through June 30. Service hours not completed by June 30, will be assessed at \$20 per hour. An invoice for hours not completed will be emailed in July. Payment is due prior to August 1. A non-participation lump sum fee of \$400.00 may be paid for those choosing to forgo volunteering.

Service hours must be completed by parents, guardians, or close family members 18 years or older. Volunteer opportunities will be mentioned regularly in Monday’s Eagle Flyer, posted on the school’s website, in emails from Room Parents and direct communications from the PTO. Most events / tasks will have a corresponding online sign-up. After service hours have been completed, they must be recorded using the online Volunteer Tracking Form at <https://queenofapostlesschool.org/volunteer-tracking-form/>.

Many volunteer opportunities exist throughout the school year, including tasks that may be completed at home. The following chart list activities that may be available for service hour credit. **Please review the list on the attached page, place a check next to the event or task that is of interest to you, and return the page to the PTO Publicity Chair c/o the school office.** When the time for the tasks nears, a member of the PTO will contact you directly.

Some volunteer opportunities require the volunteer to receive training to understand and be compliant with the diocesan child protection policies. This training, “Protecting God’s Children” is offered by VIRTUS. To enroll in a training session that best works for you, please visit <https://www.virtusonline.org/virtus> and click on “Services/Program” and then click on “Protecting All God’s Children for Adults” and follow the instructions. You must turn your training certification into the school office within 7 days of completing the training. Positions that require this training are indicated by a ❖.

2016-2017 School Volunteer Opportunities Snapshot

“Fab Five” Fundraisers		School Sports & Athletics		School Pride & Support		Student Clubs & Events	
	Auction		Tennis Team ★		Science Fair		Chess ★
	Car Raffle		Cross Country & Track ★		Catholic Schools Week		Cooking ★
	5K Run/Walk		5K Run/Walk Club		Annandale Parade		Talent Show ★
	Grocery & Loyalty Rewards Fundraisers		Boys & Girls Basketball ★		International Festival		Lego Robotics ★
Family Restaurant Dinner Nights	Baseball & Volleyball ★	Staff Appreciation Week & Luncheon	Field Day				
	Cheer ★		Math Club ★				

★ All CYO Sports and After School Clubs need parents to coach and assist each year. No experience necessary, just enjoyment of the activity and an ability to share your time with our students.

THE PTO NEEDS YOUR HELP TO MAKE NEXT YEAR THE BEST YEAR POSSIBLE FOR OUR CHILDREN.

Please check the boxes below for the activities you are interested in volunteering. If a season is not listed, the volunteer opportunity takes place throughout the school year. You may find additional information about most events, and information about how you may lead an event, on the school’s website.

5K / 1 Mile Fun Run (SPRING)	Ice Cream Wednesday Volunteer
Annandale Fall Parade (FALL) ❖	International Festival (SPRING)
Annual Fundraiser (SPRING)	Jr. Achievement/Finance Park (financial literacy training) ❖
Assembly Volunteer	Lego Club ❖
Back to School Events (AUGUST)	Library Assistance
Baseball (SPRING) ❖	Math Club ❖
Basketball (FALL) – Boys Teams ❖	Office Support
Basketball (FALL) – Girls Team ❖	Pancake Breakfast
Battle of the Books ❖	Parent Faith Group/Breakfast with the Priests
Book Fair (SPRING)	Pasta & Bingo Night (WINTER)
Box Tops for Education	Picture Day Volunteers (FALL & SPRING) ❖
Car Line ❖	Pizza Friday Volunteer
Car Raffle (SPRING)	PTO Membership Coordinator
Catholic Schools Weeks (FALL & SPRING) ❖	PTO Nominating Committee
Cheer ❖	Restaurant Family Dinner Fundraisers
Chess Club ❖	Room Parent ❖
Cooking Club ❖	Room Parent Coordinator
Cross Country ❖	School Directory
CYO Sports School Coordinator	Science Fair (WINTER) ❖
Fall Family Picnic (FALL)	Softball ❖
Fall Evergreen Fundraiser (FALL)	Staff Appreciation Luncheons (FALL, WINTER, SPRING)
Family Care & Concern ❖	Student Basket Raffle Coordinator (WINTER)
Family Service Coordinator	Talent Show ❖
Field Day (SPRING)	Tennis Team (FALL) ❖
Fundraising Coordinator	Track Team (SPRING) ❖
Grandparents Day (SPRING)	Uniform Sales (FALL & SPRING)
Grocery + Retail Loyalty Rewards Program	Volleyball (SPRING) ❖
Hearing/Vision Screening Volunteers ❖ (October 25)	Volunteer Coordinator
Hot Lunch Volunteer	Welcome New Families
	Yearbook (SPRING)
Please list any special skills (e.g., landscaping, painting, technology, etc.) you can share with the school:	

Some volunteer opportunities working directly with children in a small setting require the adult volunteer to attend Protecting God’s Children training annually. Opportunities which require this training are indicated above with a ❖.

If you have received Virtus training please indicate by checking this box:

FAMILY VOLUNTEER INFORMATION (PLEASE PRINT)

NAME OF VOLUNTEER: _____

EMAIL: _____

ARE YOU A PARENT/GUARDIAN OR ADULT FAMILY MEMBER (I.E., GRANDPARENT)

NAME OF VOLUNTEER: _____

EMAIL: _____

ARE YOU A PARENT/GUARDIAN OR ADULT FAMILY MEMBER (I.E., GRANDPARENT)

PLEASE RETURN THIS FORM TO THE PTO PUBLICITY CHAIR C/O THE SCHOOL OFFICE

★ Queen of Apostles Catholic School and the PTO understand work/life challenges. We will always work with families to make adjustments to the required service hours as needed. Please contact the PTO if an adjustment is requested.