



# NATIVITY<sup>of</sup>MARY SCHOOL

## Volunteer Registration Information

### Dear School Families:

Nativity loves to have volunteers at various events, in our school, or at home, assisting with the many activities of our school. Volunteering is an important part of our parent partnership and we invite you to participate in some of our volunteer opportunities.

The volunteer opportunities are listed below for you to review. Please complete the attached volunteer form and return it to the school office by “Back-to-School” Night on September 1, or as soon as possible. Also, please keep in mind that all volunteers working with children, serving lunch or helping at playground, even attending field trips must have a background check and attend a Virtus training. We have two dates this fall, Sept. 29 and Sept. 29. You must sign up online for the Virtus training at: [www.virtus.org](http://www.virtus.org).

To volunteer this year, sign up by checking the boxes of the form attached after these descriptions, corresponding to your area of interest. Thank you for generously contributing your time to these the Nativity School family!

**Mindy Reeder - Nativity of Mary School Principal** ([mreeder@nativitybloomington.org](mailto:mreeder@nativitybloomington.org))

## **NATIVITY OF MARY VOLUNTEER OPPORTUNITIES**

### **School Services:**

#### Hot Lunch Servers

Volunteers help serve lunch from 11:40 AM. – 1:10 p.m. You can pick the day of the week and how often. Most volunteer 1-2 times per month.

#### Playground

Assist the teacher playground supervisor and volunteer alongside the middle school safety patrol during recess on days that fit your schedule. Volunteers typically sign up for 1-2 times per month from 11:30 AM – 12:25 PM.

#### Library

Help children find and check-out books, read to students, and assist with shelving books in our school library. Volunteers staff the library weekday mornings or afternoons typically 1-2 times per month. Your library schedule is usually matched to your child’s classroom time.

#### Room Parent (Grades K-5)

You work with your child’s homeroom teacher and parent volunteers to plan classroom parties for Halloween, Christmas, Valentine’s Day and Year End. You will also be a liaison between the Spirit of Spring auction committee and parent volunteers to create a classroom basket or art project that will be donated to the auction. Specify grade preference(s).

### Classroom Party Helpers (Grades K-5)

Each classroom has 4-5 parent helpers per classroom party to help facilitate the craft, games and snacks for the Halloween, Christmas, Valentine's Day and Year End parties. Sign up sheets for your child's classroom party events will come out in the summer registration packet. Party dates will be determined in September by the teachers.

### Teachers Aides/Tutors

Here is a chance to assist teachers with academic areas—such as flash card review, cutting out materials, listening to children read or practice skills, helping with workbooks, supervising games, and tutoring various subjects. Specify grade preference(s).

### 8<sup>th</sup> Grade Video

Reminisce with other Nativity of Mary School parents as you organize and create a video that your child will treasure for a lifetime.

### 8<sup>th</sup> Grade Graduation

7<sup>th</sup> Grade parents needed to plan the graduation celebration in June, 2018 for the 8<sup>th</sup> graders.

### Rake-A-Thon

Volunteers are needed to coordinate families with locations to rake, help prepare and serve lunch after Rake-A-Thon, and clean up.

## **ENRICHMENT:**

### Art Adventure (Grades K – 8)

The Art Adventure Program, offered through the Minneapolis Institute of Arts, introduces students to works of art from a variety of cultures. Trained volunteers visit classrooms with reproductions of art relating a common theme, such as animals, celebrations, or relationships. This volunteer opportunity does not require a background in art. The students really enjoy the presentations and you will too!

## **EXTRA CURRICULAR ACTIVITIES:**

### Family Dance (February 3)

This is a once a year event to gather parents, students and faculty to a fun evening out. Responsibilities include decorating, music, food, publicity and communications, and ticket sales.

### Ski and Snowboard Club (Grades 3-8)

This group has a lot of fun hosting several ski events for students during the winter months. Generally, the club goes directly from school to the slopes and spends three to four hours at the hill.

Middle School Activities (Grades 6-8) Middle School supervised activities are not only fun, but also essential for healthy social development during these years of greater peer influence. Two leaders are needed for each event scheduled. Volunteers meet in September to discuss, plan events and coordinate the schedule. Please see the additional sign-up sheet to volunteer for these events.

## **FUNDRAISING:**

Used Uniform/Accessory Sale Coordinate the sales used school uniforms and gym uniforms on Back to School Registration day. Donated used uniforms can be dropped off in the school office.

### Book Fair

This is a once a year event is held during Catholic Schools Week. Volunteer duties involve marketing, communications/publications, set-up, sales and accounting.

### Box Tops

An at-home project takes about three hours twice a year. Labels brought in by the children need to be trimmed and sorted before submitting to the sponsoring company.

### Spirit of Spring Social & Silent Auction (April 21, 2018)

Volunteers are needed to help with various committees before the event such as business solicitations and publications, and during the event such as decorations, hospitality, registration & check-out. This is a wonderful evening for the parents, staff and friends of our school community to have fun and socialize with one another, while raising funds for our school.

### Read-A-Thon

Help is needed to track reading minutes, coordinate incentives and prizes, help with cash counting and coordinate all school prize assembly.

### **HOSPITALITY:**

Help make these events special by volunteering some time to set up and decorate, volunteer the day of the event, or prepare a dish in advance for the Teacher Conferences and Teacher Appreciation luncheon. Most of these events only require a few hours, and you can pick and choose the ones in which you are most interested.

Teacher Conference Dinners

Grandparent's Day

Bus Driver Appreciation Coffee

School-Wide Open House

Teacher  
Appreciation

Holistic Breakfast

### **Marketing Strategies & Support Team:**

#### Marketing Committee

Help promote our wonderful school! Throughout the year, our marketing committee coordinates advertising and PR, promotion to area parishes and preschools, as well as admissions events such as our open houses. Volunteers assist by distributing flyers, preparing mailings and putting on open house events. No marketing experience needed! Indicate your interest and you will be contacted in the fall to discuss how you can help. Marketing volunteers help promote our school to ensure even greater educational opportunities and resources for our kids, ongoing reasonable tuition and long-term sustainability of our school.

### **School Leadership:**

#### School Advisory Council

Help to guide and lead Nativity as a school of excellence. The SAC committee plans the overall direction of the school with the principal, assists in policy writing and strategic planning. The SAC committee is a critical part of our school community.

#### PTO

Become part of new Parent/Teacher Organization. This committee will help coordinate events with teachers throughout the year such as: Bully Free Week; Kindness Week; Family Dance; and Class socials. Get involved to create the best committee in its inaugural year.