



Parent Involvement/Volunteer Hours

Dear St. Thomas Families,

Partnership is a foundational block for Catholic education. St. Thomas School needs the help of all of its families to continue to provide education at the lowest possible cost. Each year the St. Thomas PTO is responsible for raising \$50,000. To reach this goal, the Parent Teacher Organization (PTO) administers a Family Participation Program. The Family Participation Program is designed to have parents become actively involved in the school and its fundraising activities.

Service is the heart of our faith community and, therefore, parents are required to donate twenty-five (25) hours per family, regardless of the number of children attending St. Thomas School. Families who have pre-kindergarten students in the three (3) day program are responsible for fifteen (15) hours.

Any family member who is of high school age or older may help fulfill parent involvement hours.

We are asking all St. Thomas families to complete our parent volunteer form (see reverse) and return it to the main office before September 13, 2024.

Family volunteers offer a huge resource and support base for our school community and model the importance of service to the larger community. Volunteering at these events is also fun and can be a great way to connect with other St. Thomas families!

If you have any questions about the St. Thomas volunteer policy, please feel free to contact the school's main office.

Thank you!

Parent Volunteer Hours Form

Each St. Thomas family is required to contribute 25 hours of volunteer work for the school.

**TEN (10) OF THESE HOURS MUST BE USED FOR ONE OF OUR
2 MAJOR FUNDRAISERS (5K Mingle Jingle Run or Spring Fever Fair)**

These 10 hours can be designated to one specific fundraiser or spread out among all of them. At least **FIVE (5)** hours needs to be dedicated to the Spring Fever Fair.

**Please fill out the form below and return it to the school's front office by Friday, September 13th.
Every family must fill out a form and return it to the office.**

My family would be interested in helping with the following fundraisers and/or school activities: **(please check off ones you are interested in)**

_____ St. Thomas 5K Mingle Jingle Run (Saturday, November 2, 2024)

_____ Spring Fever Fair – Set up (Saturday May 3, 2025) _____ Spring Fever Fair – (Sunday, May, 4 2025)

_____ Spring Fever Fair – Yard Sale Dropoff/Sorting (Dates TBD by SFF Yard Sale Chairperson)

_____ RaiseRight (Scrip) Gift Card Program (throughout the school year)

_____ Fundraising Committee (a variety of opportunities throughout the year)

_____ 5K Fundraising Coordinator _____ March Madness Calendar Fundraising Coordinator

_____ Spring Fever Fair Fundraising Coordinator

_____ Dining to Donate Coordinator (throughout the school year) _____ Parishioner Thank You Breakfast
Coordinator

_____ Volunteer Coordinator _____ Staff Appreciation Luncheon Coordinator

_____ Black Friday Shopping for Spring Fever Fair Penny Auction items

_____ Box Tops Receipt Scanner for Classroom _____ Fall Fundraiser Coordinator

_____ Fall Mum Fundraiser Coordinator _____ Poinsettia Fundraiser Coordinator

_____ Home projects (stuffing envelopes for mailings, cutting papers, sending out thank you letters, Clynk Bags, labeling Major Raffle tickets with new SFF date, etc.—there are a limited number of projects and **not all of the hours can go toward these projects.** Please be sure to check off other opportunities as well.)

As fundraisers approach, you will be contacted either by e-mail, by phone, or a note from school by the fundraiser's coordinator with more details about positions available for that specific fundraiser. You **WILL** be contacted for every fundraiser that you check off. So please keep that in mind when filling the form out.

PTO Classroom Representatives

The PTO is seeking volunteers to serve as Classroom Representatives. The classroom representative will serve as a liaison between parents, classroom teacher, and the PTO board. Meetings are once a month on Wednesday evenings. This is a great opportunity for parents who want to be involved in helping shape St. Thomas's current/future fundraisers and additional activities sponsored by the PTO. _____ I am interested in being a PTO classroom representative.

Are you a strong leader? Have great organizational skills? Love projects?

If you answered yes to any of these questions, then St. Thomas needs **you!** We currently have a few Fundraiser Chairperson positions available for the upcoming year. For more information on becoming a Fundraiser Chairperson, please check off _____ YES _____ NO

Child's Name/Grade: _____ Volunteer Name(s): _____

Phone Number(s): _____ E-mail(s): _____

If you have any questions about our volunteering opportunities, now or in the future, please do not hesitate to contact pto.st.thomas@gmail.com

Thank you! Sharon Kostis & Lyndsay Vachon, St. Thomas PTO Co-Presidents