



2019-2020 PPA Committees

The PPA has many exciting programs and events planned for this school year, and we need your help to make them happen! Please consider sharing your gifts and talents to build community through fun and fellowship.

CLICK HERE to Sign Up!

BOOK FAIR- Heather Byrnes

Responsibilities are pre-planning and through Catholic Schools Week January 27 – January 31, 2020 with day and evening volunteer shifts available.

- **Chairpersons** responsibilities include planning, organizing, and executing the annual book fair held on campus during Catholic Schools Week. This role includes obtaining, managing, and coordinating volunteers to help set-up, run the cash registers, and pack the books up at the end.
- **Volunteers** are needed to manage 2 hour shifts to set-up, clean-up, and/or run the cash registers throughout the duration of the fair.

DINNER & AUCTION

Event is Saturday, March 7, 2020.

- **Chairpersons** responsibilities include recruitment and organization of volunteers to assist with a wide variety of duties, such as solicitation of in-kind sponsorships and auction donations, creation of silent auction baskets, planning and execution of décor, activities, and logistics before/during/after the event, and event marketing and promotions.
- **Volunteers** needed to assist in obtaining sponsorship donations, decorating, and set-up and break down of the event.

FAMILY FUN and FELLOWSHIP EVENTS- Delnises Santiago & Lisa Castillo Maeder

Responsibilities are throughout the year, with duties available during day and evening.

- **Chairpersons** responsibilities include organizing and executing periodic events to bring families together to socialize. Ideas include food truck events, ice cream socials, movie nights, and other activities that foster community.
- **Volunteers** needed to help with generating ideas, set-up and clean-up of events, as well as marketing and promotion.

FIELD DAY- Amy Semesco

Date Monday, January 27, 2020.

- **Chairperson** responsibilities include coordinating the activities of Field Day in conjunction with staff members, soliciting volunteers, logistics, and execution of the day for the students.
- **Volunteers** are needed to manage stations, set-up and clean-up of the event, as well as to ensure all activities are ready to go for Field Day.

GOLF TOURNAMENT- Brian Battles, Stephen Jacobs, & Brian Watson

Event is Friday, October 25, 2019.

- **Chairpersons** responsibilities include organizing meetings, communicating with sub-committees, securing sponsorships event and donation items for the raffle, preparing golfer “swag”, and negotiating contracts with golf course, including food and drinks, along with the Director of Advancement.
- **Volunteers** are needed to assist with a wide variety of duties, such as solicitation of in-kind sponsorships and raffle donations, planning and execution of activities and logistics during the event, and marketing and promotions. Day-of volunteers are also needed to contribute to the event’s execution.

FUN RUN- Debbie Condron & Pei-Ling Roerig

Event date: Thursday, November 21, 2019

- **Chairpersons** responsibilities include working alongside the Director of Advancement to organize all logistics of the event, marketing of the Fun Run, and soliciting volunteers to help serve on the sub-committee and execute the event the day of.
- **Volunteers** are needed to assist with promotion of the event, class fundraising contests and activities, and set-up and clean-up and various activities during the Fun Run.

GRANDPARENTS DAY- Carrie Conti & Wendy Thomson

Event is Friday, January 31, 2020.

- **Chairperson** responsibilities include working with school staff to plan all logistics of the day to coordinate with selected theme and daily readings, creating meaningful activities for children to create memories with their grandparents, decorations, safety, etc. Detailed set up of day to include Mass and food for grandparents and students. Due to the high volume of guests on campus, this event requires tremendous support from volunteers so solicitation of volunteers is key.
- **Volunteers** are needed to help with décor, traffic and parking management, committee jobs, day of setup and clean up, and event logistics.

HOMEROOM REPRESENTATIVES

Sign-up will take place at Meet the Teacher!

LENTEN FISH FRY DINNER- Mark & Liz Zeitler

Event Date: Friday, April 3, 2020.

- **Chairpersons** include collaborating with the church and the Knights of Columbus plan and execute all logistic of the event which provides an opportunity for our church and school community to come together during the Lenten season.
- **Volunteers** help with food ordering, preparation, cooking, serving, and set-up/clean-up.

If you have any questions, please contact PPA@stjcs.com. Thank you!

PANTHER PARTNERS -- Welcome and Hospitality Team

Responsibilities are year-round, with many duties available outside classroom hours.

- **Chairpersons** will work with school staff (such as the Director of Admissions and Director of Communications) to provide opportunities for our newest Panther Family members to get acquainted with and involved in our great community. Ideas for events include playdates, coffees, dinners, etc. Solicit and manage volunteers to execute ideas.
- **Volunteers** are needed to collaborate to generate new ideas, set-up and clean-up events, make connections and encourage relationships, etc. and generally be a welcoming presence and resource to aid families with their transition to SJCS.

PARKING- Jen Dawson

Responsibilities are year-round, with various volunteer shifts available on select weekends.

- **Chairpersons** responsibilities include coordinating volunteers to cover our SJCS parking lots on 3-4 weekends/year as a means of fundraising. Duties include volunteer solicitation and managing transactions and keeping record of monies received.
- **Volunteers** needed to assist in raising funds for school by collecting money from cars parking in the school lots and surrounding parking lots during Lake Eola events for 2-hour shifts. This is a great family volunteer opportunity!

PUMPKIN FESTIVAL- Kelly Clark & Diane Perez

Responsibilities are primarily in October, with event held on Thursday, October 31, 2019.

- **Chairpersons** duties include working with school staff to arrange logistics, set-up and clean-up, marketing, and volunteer solicitation to help with day of execution.
- **Volunteers** are needed the day of to set-up, collect pumpkins, and clean-up.

SCHOOL SUPPLY PACKS- Carolyn Yonfa

Responsibilities are mainly at the end and beginning of the year, with most duties outside classroom hours.

- **Chairpersons** responsibilities are once the contract is negotiated by the school to review all teacher class supply lists with staff Administrative Assistant and order the supplies through the distributor, read and approve final lists, confirm all orders are correct, and coordinate volunteers the week before school to unload supplies and distribute to classrooms in time for the Meet the Teacher.
- **Volunteers** needed the week before school starts to unload kits and distribute to classrooms. Most volunteers of this nature are high school students needing community service hours due to the physical nature of the work.

SPIRIT GEAR- Alicia Durigan & Kameron Demarco

Responsibilities are year-round, with many duties available during day and before school.

- **Chairpersons** duties include creating new artwork designs and submitting to the Director of Communications for approval, purchasing, storing, and distribution of spirit gear items. Coordinating of volunteers to help on distribution days.
- **Volunteers** needed to assist in sorting, packing, selling, and distribution of items throughout the year.

TEACHER AND STAFF APPRECIATION- Lynley Davis, Regina March, & Shannon Pierce,

Date of Event(s): year round

- **Chairpersons** duties include planning and organizing activities/gestures to show our appreciation for our wonderful teachers and staff.
- **Volunteers** needed to help generate and implement ideas through the year and especially during Teacher Appreciation Week.

UNIFORM RECYCLING- Jen Dawson & Noelle Williams

Responsibilities are year-round, with various shifts available mainly during school hours.

- **Chairpersons** duties include organizing, distribution, and maintenance of a supply of “gently used” uniforms.
- **Volunteers** needed to help keep things neat and organized.

VARIETY SHOW

Date: TBD

- **Chairpersons** duties include planning this event which celebrates the many talents of our students. Assistance is needed in several areas – promotion, backstage, talent coordination, etc.
- Volunteers will assist in planning and execution of this event.

MEMORY KEEPERS- Melinda Lopez & Irma Neal

- **Chairpersons** solicit and organize talented parent photographers to capture images throughout the year from the ordinary “day in the life” shots to the more formal events which highlight achievements, programs, championships, and celebrations.
- **Volunteers** needed for various tasks including individuals willing to take pictures on a regular basis to capture and preserve memories, those who would like to work with the yearbook staff, and others who would like to collaborate with our Director of Communications and assist with photography needs.