



**Muskegon Catholic  
Central Elementary  
Preschool – Grade 6**

**Opportunity Book  
2019-20**

***Together, we can make great things happen!***

One of the greatest blessings we have at Muskegon Catholic Central is the amount of parental involvement. We are very proud of our partnership with parents and teachers and the many opportunities to work together.

As a part of our continuing commitment to grow as a family, we are pleased to present you with this book of volunteer opportunities. Please take a moment to read through this guide and look for ways to offer your strengths and gifts for the betterment of our school.

**Please join our Home & School meetings the second Monday of each month at 7:00 p.m.** We will update any changes in the weekly Newsletter.

### **Home and School Board Members:**

President – Kari Belanger  
Vice President – Beth Adamski  
Treasurer – Amanda Santos  
Secretary – Anne Schneller

### **Grade Representatives:**

- Preschool: Suzy Gonzales
- Kindergarten: Amanda Santos
- Grade 1: Mike Muskovin
- Grade 2: Julie Anderson
- Grade 3: Kari Belanger
- Grade 4: Amber Stoner
- Grade 5: Emily Mogren
- Grade 6: Mary LaGuire

## **OPPORTUNITIES FOR THE 2019-20 SCHOOL YEAR**

### **1. BIRTHDAY BOARD**

**Coordinator:**

**Volunteers:** Need one volunteer each month to decorate one of the hallway bulletin boards and put up names of students who are celebrating their birthday during that month.

### **2. PRE- AUCTION PARTY TO BENEFIT THE RAINBOW AUCTION**

**Coordinator:** Plans the adult-only event along with the high school family association coordinator.

**Volunteers:** Assists coordinator in planning and carrying out adult event. May be asked to solicit for raffle donations. This is a fundraising/item donation event that supports the annual Rainbow Auction.

### **3. BE GREEN COMMITTEE**

**Coordinator: Mary LaGuire** Organizes volunteers in efforts to reduce/recycle, i.e. Terra Cycle program.

Reports to Home and School Association on efforts and new ideas.

**Volunteers:** Assist coordinator as needed.

**4. BACK TO SCHOOL EVENT-AUGUST**

**Co-Coordinators:** With the help of volunteers, organizes picnic and social activities for all families P-6. Picnic is in August shortly before school starts. Event is intended to be a way to reacquaint with old friends and meet any new families.

**Volunteers:** Work with the coordinator for set-up, clean-up, activities, food preparation, etc.

**5. RACE FOR EDUCATION FUNDRAISER**

**Co-Coordinators:** Beth Adamski and Emily Mogren

**Volunteers:** Will assist Co-Coordinators as needed. Volunteers are needed for many duties prior to the event as well as assisting with activities on the day of the Race. Please mark the volunteer sheet accordingly

**6. PUMPKIN DECORATING CONTEST - OCTOBER**

**Coordinator:** Amber Cashbaugh

**7. SOUPS ON SERVICE PROJECT – DECEMBER**

**Coordinator:** Jenn Offman Will work with administration, teachers, and the "Soups On" Organization to organize in-school bowl painting project of 12 bowls, which are then auctioned off.

**Volunteers:** Will assist coordinator with planning and implementation of event.

**8. GRANDFRIENDS DAY**

**Coordinator:** Plans and organizes craft activity and snack for grandparents (and friends) visit day for grades P-6.

**Volunteers:** Will assist coordinator with planning and implementation of event.

**9. FATHER - DAUGHTER DANCE - FEBRUARY**

**Coordinator:** Plans and organizes the dance

**Volunteers:** Will assist coordinator with decorations, flowers, snacks, etc. as determined by the coordinators.

**10. READING MONTH - MARCH**

**Coordinator:** Sue Kleaveland Plans and organizes activities for students during March is Reading Month.

**Volunteers:** Will assist Coordinator with planning and implementation of activities.

**11. MOTHER/SON EVENT - MARCH**

**Coordinator:** Plans and organizes an evening excursion for MCCE mothers and their sons.

**Volunteers:** Will assist Coordinator with planning and implementation of activity.

**12. STAFF APPRECIATION WEEK - MAY**

**Co-Coordinators:** Amber Cashbaugh Plans and organizes special gestures and activities for MCCE teachers for a whole week that culminates with a teacher luncheon at the end of the week.

**Volunteers:** Will assist Coordinator in any capacity needed.

**13. MOTHER/DAUGHTER TEA – MAY**

**Coordinator:** Amber Cashbaugh Organizes and plans a Mother's Day Tea for MCCE mothers and daughters.

**Co-Coordinator:**

**Volunteers:** Will assist co-coordinators in any capacity needed.

**14. FIELD DAY – JUNE**

**Coordinator:** Marie Jones

**Volunteers:** Assist with set-up, games and activities the day of the event.

**15. UNIFORM CLOSET**

**Coordinator:** Amanda Santos

**Volunteers:** Help coordinator keep closet organized by sorting and hanging uniform clothing.

**16. BOOK FAIR - NOVEMBER**

**Coordinator:** Sue Kleaveland

**Volunteers:** Help coordinator organize, decorate, and run the Book Fair at Barnes & Noble Bookstore

**17. LIBRARY AIDE**

**Coordinator:** Sue Kleaveland

**Volunteers:** Help with organizing and cleaning the Elementary Library

# YES, I WOULD LIKE TO HELP!

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Please check the activities you would like to coordinate or volunteer for or use our Signup Genius page at <https://www.signupgenius.com/go/60B094DA5AE2CA0F58-mcce>

Birthday Board Month Desired _____	Coordinator - Elementary Office	Volunteer _____
Rainbow Auction Gift Gathering Event	Coordinator needed _____	Volunteer _____
Be Green Committee	Coordinator - Mary LaGuire	Volunteer _____
Back to School Picnic (August 2020)	Coordinator needed _____	Volunteer _____
Race for Education Fundraiser (Fall)	Coordinator - Emily Mogren & Beth Adamski	Volunteer _____
Pumpkin Decorating Contest (October)	Coordinator - Amber Cashbaugh	Volunteer _____
Soups On Service Project	Coordinator - Jenn Offman	Volunteer _____
Grandfriends Day	Coordinator needed _____	Volunteer _____
Father/Daughter Dance (February)	Coordinator needed _____	Volunteer _____
Reading Month (March)	Coordinator - Sue Kleaveland	Volunteer _____

**CONTINUED ON BACK**

<b>Mother/Son Event (Spring)</b>	<b>Coordinator needed _____</b>	<b>Volunteer _____</b>
<b>Staff Appreciation Week (May)</b>	<b>Coordinator - Amber Cashbaugh</b>	<b>Volunteer _____</b>
<b>Mother/Daughter Tea (May)</b>	<b>Coordinator - Amber Cashbaugh</b>	<b>Volunteer _____</b>
<b>Field Day (June)</b>	<b>Coordinator - Marie Jones</b>	<b>Volunteer _____</b>
<b>Uniform Closet</b>	<b>Coordinator - Amanda Santos</b>	<b>Volunteer _____</b>
<b>Book Fair (November)</b>	<b>Coordinator - Sue Kleaveland</b>	<b>Volunteer _____</b>
<b>Library Aide</b>	<b>Coordinator - Sue Kleaveland</b>	<b>Volunteer _____</b>

**MCC Foundation Events**

**I would like information on volunteering at the following MCC Foundation Events:**

- Rainbow Auction**                       **Crusader Golf Outing**

**Please return this form to the Elementary Office by August 29 or sign up on Signup Genius page: <https://www.signupgenius.com/go/60B094DA5AE2CA0F58-mcce>**