

Appointed / Elected Positions

Parent Guild Officers

Elected Support/Fundraising Position = 35 Points:

Must attend monthly meetings as necessary and assist w/ fundraising events

President	<u>Stacy Morgan</u>
Vice-President / SAC Liaison	<u>Donielle Wieser</u>
Secretary	<u>Sally Sutter</u>
Treasurer	<u>Shari Alexander</u>
Hospitality Coordinators	<u>Christy Feener</u> <u>Kristen Schildmeyer</u>
Room Parent Coordinator	<u>Jenna Brunello</u>
Parent Service/Point Coordinator	<u>Stephanie Wilkes</u>

Scrip Helpers

Fundraising / Support Position = 35 Points:

(Sales Helpers may also be asked to sell at special events.)

Coordinator: Suzanne Davenport

Scrip Daily Sales In The Loop (2:30 PM—3:30 PM)

Monday ~	<u>Colleen Martin</u>
Tuesday ~	<u>Nancy Jensen</u>
Wednesday ~	<u>Michelle Gill</u>
Thursday ~	<u>Rochelle Gamette</u>
Friday ~	<u>Susan Kostecki</u>

Sunday Mass Scrip Sales (9:30 AM—12 Noon) - Sunday rotation

Nickie McMahan (Willis) / Leanne Price /
Karina Hansen / Christopher Stuart

Miscellaneous Coordinators

Support / Fundraising Positions = 35 Points:

Athletic Director	<u>Dave Koumelis</u>
Book Fair Coordinators	<u>Sarah Bresniker</u> <u>Eloida Merrill</u>
Box Top Coordinator	<u>Joanne Pirnik</u>
Beverage/Bar (Crab Feed & Auction) Fundraiser Coordinator	<u>Dennis Candler</u>
Correspondence All fundraisers Coordinator	<u>Allie Lawler</u>
Corporate/Business Solicitation (All)Fundraiser Coordinators	<u>Steve Morgan</u> <u>John Frank</u> <u>Steve Thurtle</u> <u>Ken Grehm</u>
Health Education Program for 8th grade	<u>Margaret Planta-Choa MD</u>
Innisbrook Wrap Online Fundraiser Coordinator	<u>Cindy Pochini</u>
Little Dribbler Coordinator	<u>Shelley Tippit</u>
Saturday Workday Coordinator	<u>Scott Miller</u>
Used Uniforms & Lost and Found Coordinator	<u>Jill Kornak</u>
Scrip Coordinator (Sales & Promotion) Scrip Coordinator (Data Recorder)	<u>Suzanne Davenport</u> <u>Karen Grehm</u>
Scrip Coordinator (Inventory)	<u>Cheri McCurry</u>
Sports Committee:	
President	<u>Paula Bravo</u>
Assistant	<u>Mary Agnes Boals</u>
Sports Snack Bar Banquet Coordinator	_____
Student Community Service Coordinators	<u>Cathy Moore</u> <u>Annie Krause</u>

Support / Fundraising Positions = 25 Points:

Strategic Planning /Development Committee:

<u>Chris Altobell</u>	<u>Janis Wuelfing</u>	<u>Stephanie Wilkes</u>
<u>Steve White</u>	<u>Bob Canales</u>	

Micellaneous Support Services

Support Positions = 20 Points:	
<u>(Principal Appointed / Elected)</u>	
Bell Choir Assistant	_____
Health Coordinator	<u>Jessica Glasky</u>
Historian	<u>Suzanne Davenport</u>
Parent Guild Newsletter Editor	<u>Nora Geraghty (Boyle)</u>
School Advisory Commissioners (Elected)	<u>Laura Bailey</u> <u>Nickie Bruno</u> <u>Mike Chinn</u> <u>Deb Fitzsimmons</u> <u>Deborah Heinrichs</u> <u>Debbie Vigil</u> <u>Janis Wuelfing</u>
School Supply Pack Coordinator	<u>Michelle Neto</u>
Special Projects	<u>Greg Meurer</u>

GRADUATION

Support Position = 10 Points: (TK—7th grade parents)	
<u>Graduation Committee Coordinator: Sally Sutter</u>	
Graduation Committee —	
<u>Jenna Brunello</u>	<u>Chuck Sickman</u>
	<u>Shari Alexander</u>
<i>Assists Graduation Committee Coordinator with graduation dinner—i.e. servers & décor.</i>	

CLASS ROOM PARENTS

Support Positions = 20 Points: (Appointed)	
<u>Room Parent Coordinator: Jenna Brunello</u>	
TK Room Parent	<u>Daisy Igna</u>
Kindergarten AM Room Parent	<u>Jill Kornak</u>
Kindergarten PM Room Parent	<u>Lisa Newman</u>
First Grade Room Parent	<u>Tonya Tretter</u>
First Grade Room Parent	<u>Alejandra Velasquez</u>
Second Grade Room Parent	<u>Sylvia Fauria</u>
Second Grade Room Parent	<u>Dahil Chew</u>
Third Grade Room Parent	<u>Sharon Smith</u>
Third Grade Room Parent	<u>Sally Sutter</u>
Fourth Grade Room Parent	<u>Sue Altobell</u>
Fourth Grade Room Parent	<u>Joanne Pirnik</u>
Fifth Grade Room Parent	<u>Ninette Dollesin</u>
Fifth Grade Room Parent	<u>Lisa Madden</u>
Sixth Grade Room Parent	<u>Edie Sickman</u>
Sixth Grade Room Parent	<u>Deb Fitzsimmons</u>
Seventh Grade Room Parent	<u>Kristen Schildmeyer</u>
Seventh Grade Room Parent	<u>Cindy Rafeld</u>
Eighth Grade Room Parent	<u>Christy Feener</u>
Eighth Grade Room Parent	<u>Jeannine Kuhn</u>
Art/Music/ P.E./ Science:	<u>Janis Wuelfing</u>
Graduation Committee Coordinator:	<u>Sally Sutter</u>

Yard Duty Helpers

Yard Duty & Cafeteria Support Service Position = 20 Points:
(11:30 AM—1 PM Weekly Position)
 *To sign in / out when reporting for position

Monday - Yard Cleans Tables 1st	<u>Jeff Flores</u>	<u>Pat McDonnell</u>
Friday Cleans Tables 1st	<u>Jose Lopez</u>	<u>Maria /Rolando Taeza</u>

Yard Duty & Cafeteria Support Service Position = 35 Points:
(11:30 AM—1 PM Weekly Position)
 *To sign in / out when reporting for position

Tuesday - Yard Cleans Tables 1st	<u>Ingrid Sullivan</u>	_____
Wed. - Yard Cleans Tables 1st	<u>Kelli Jarosz</u>	<u>Cathi Fisher</u>
Thurs. - Yard Cleans Tables 1st	<u>Karen Jedrzynski</u>	<u>Will Bernard</u>

AM LOOP SUPERVISION

Morning Loop Supervision Support Positions = 20 Pts:
Works with the principal to provide supervision for the students as they arrive in the safety loop and walk to their classrooms. Volunteers one week per month from 7:35 a.m. — 8:05 a.m.

1st Week of the Month <i>(each day)</i>	<u>Cindy Benning</u>	_____
2nd Week of the Month: <i>(each day)</i>	<u>Dahlia/Patrick Chew</u>	<u>Steve Thurtle</u>
3rd Week of the Month: <i>(each day)</i>	<u>Tim/Elena Lang</u>	_____
4th Week of the Month: <i>(each day)</i>	<u>Jhovel Lopez</u>	_____

Library Helpers

Library Support Service Position = 20 Points:
Library Coordinator: Sara Bresniker
 - Library Tentative Schedule (will be contacted with set schedule) -

First Grade [Tuesday 1:00—2:00PM]	<u>Tammy Ewing</u>
Second Grade [Wednesday 1:00—2:00 PM]	<u>Belle Tombo / Julie Trevino</u>
Third Grade [Thursday 1:00—2:00 PM]	<u>Jill Jahn</u>
Fourth Grade [Wednesday 1:45—2:45 PM]	<u>Sylvia Fauria</u>
Fifth—Eighth Grades [Monday 12:15—1:15]	<u>Wendall Aban</u>

Community Service

Book Faire Assistants (Fundraising) = 15 Points:
Assist coordinators with Book Faire sales during the Book Faire—to include set-up and clean-up.

<u>Caitlin Davis</u>	<u>Antoinette Dutro</u>	<u>Michelle Chinn</u>	<u>Jedy Pepito</u>
<u>Margie O'Connor</u>	<u>Elsa Thurtle</u>	<u>Belinda Silva</u>	

Support Position = 10 Points:
Student Community Service Coordinators:
Cathy Moore and TBA

Student Community Service Helpers ~ *(Assist coordinators with the annual 2 week canned food drive by counting cans on a daily basis during school hours.*

<u>Caitlin Davis</u>	<u>Sonia Lee</u>	<u>Amy Freitas</u>
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Health

Support Position = 10 Points:
Health Coordinators: Jessica Glasky

Health Helpers ~ *(Assist Health Coordinator w/ vision , scoliosis, and hearing screenings, approximately 3 mornings during the school year)*

<u>Denise Costa</u>	<u>Caitlin Davis</u>	<u>Denise McGown (Sedeno)</u>
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Monsignor Corcoran Tuition Aid**FALL FESTIVAL -****Fundraising / Support Position =
35 Points:****Date of Event: October 4, 2009****Fall Festival Event Chairperson -
Kelly Fontes-Hyde**

Oversee and attend entire event. Secures the DJ, manages all communication for the event. Establishes cost and prices for event. Maintains budget set by Parent Guild. Orders t-shirts. Organizes the raffle. Meets with the coordinators and guides the team of volunteers. Must attend event and help where needed.

**Fall Festival Food / Spaghetti Dinner /
Beverage Chairperson –
Nick and Reniea Chiurlia**

Plan, coordinate, get donations for food/beverages for event. Organize helpers for set-up, during event and clean-up. Organize food prep, and distribution. Work with ticket chair to track ticket sales. Need table cloths and decorations. Communicate and plan with Fall Festival Event Chairperson to establish costs /budget and prices for dinner. Work with the Marketing Chair to ensure ticket sale forms and spaghetti feed is promoted. Meet with the kitchen helpers and guide them on their duties.

**Fall Festival Logistic / Set-up
Chairperson - Doug Ulrich**

Design plan for set-up before event, set-up tables, chairs, tablecloths, electrical etc. Coordinates & organizes volunteer crew.

**Fall Festival Coordinators—Fundraising Position = 25 Points**

[The Coordinators will work/plan with the Chairperson for the event and attend meetings scheduled by the Festival Chairperson]

Class Games Creators - (overseen by room parents)

Creates/builds 2 games for festival. Set-up and clean-up booth. Works with volunteers scheduled to operate the booth. Must attend event and volunteer at the games booths if coverage is needed.

TK & Kinder	<u>Brenda Rice</u>
1st Grade	<u>Tonya/Todd Tretter</u>
2nd Grade	<u>Theresa Lindroos</u>
3rd Grade	<u>Lisa Newman</u>
4th Grade	<u>Katie Wyant</u>
5th Grade	<u>Angela/Scott Brackett</u>
6th Grade	<u>John/Jennifer Hamlon</u>
7th Grade	<u>Anna Harrison</u>
8th Grade	

Clean-up Coordinator - Keith Heinrichs

Arranges and coordinates clean-up before, during, and after event; work with volunteer helpers. Makes sure the entire campus is clean.

Festival Bakery Coordinator - Antonette Agustin

Solicit for donations from parents. Arrange for donations to be delivered to the school prior to event. Prepares signage and price list for baked goods like candy apples, cookies, brownies, slices of pie, etc. Coordinates with food chairperson on location of bakery in gym/hall. Must attend event and help where needed.

Food / Beverage Coordinator - Mark Gilbert

Set-up food and beverage concessions. Make sure there are E-Z up canopies and coolers if needed. Work with Fundraiser Beverage Coordinator to attain all beverages (rent margarita machine) and liquor license needed. Acquire snack food needed for the food booth(s). Make sure there is coverage scheduled by volunteers for the food and beverage festival booths. Must attend event and help where needed.

Game Coordinator - Julie Trevino

Insures there are two games per class. Invite Student Council and St. Rose Boy & Girl Scout Troops to have a game booth. Works with logistics on location of booths. Works with sign chair to make sure signs are ordered and hung on booths. Works with Prize Coordinator to make sure each game booth has prizes. Makes sure each class has scheduled parent volunteers to work game booths. Also coordinate with Logistics and Marketing and coordinate Ice Cream Social booth needs: such as tablecloths, bowls, spoons etc. Must attend event and help where needed.

Marketing Coordinator — Ron Hyde

Create all flyers, promotions, and announcements for festival and Spaghetti feed, ticket sales, etc. Manage the art contest and performer's stage. Order banners and all event signage. Responsible for church bulletin and announcements at St. Rose of Lima and local surrounding parishes, as well as Sac Bee, Press Tribune, and Catholic Herald. Must attend event and help where needed.

Prizes / Rental Coordinator - Jeannine Kuhn

Coordinate with the Game Chairperson on the prizes that will be needed. Establish the prize levels for the prize booth. Order the prizes for the games. Order the prize tokens or tickets for the games. Works with Chairperson to coordinate the rental of items needed for the event i.e. bounce house, balloon maker, etc. Manages and organizes the prize booth and its crew of helpers. Must attend event and help where needed.

Sponsorship Coordinator — Sue Altobell

Works with the Fall Festival Chairperson to coordinate donations/sponsors for all of the booths.

Ticket Sales Coordinator- Anna Harrison

Responsible for keeping track of pre-sales and sales the day of the event. Works with Fall Festival Event Chairperson and with the Parent Guild Treasurer to establish costs/budgets/ sales prices. Prepares pre-ticket or wrist band sales for food/beverage and game booths, and Spaghetti dinner. Makes sure there are E-Z ups for the ticket booths and purchase decorations for the booths to include tablecloth and balloons. Manage and sell tickets at the Festival and Spaghetti Feed. Coordinates the ticket booth and helpers before and during event. Must attend event and help where needed.



Fall Festival - Fundraising Positions = 15 Points: (See previous page for Chairperson/Coordinator you will be working with on event..)

Sunday, Oct. 4, 2009

Bakery Helpers ~

Help Bakery coordinator decorate bakery area. Bake some of the items needed for the day of the event. Help where needed in the bakery to sell the items the day of the event.

10:30—2:45:

Heidi / Tom Weiser
Alma / Earl Penalosa
Brenda Hansen

2:45—7:00:

Alejandra/Ramiro Velasquez
Lisa Lemus

Beverage / Concession

Booth Helpers ~ Collect drink tickets and serve drinks, snacks, and deserts during event.

10:30—2:45:

David Pentrack
David Sedeno

Richard/ Theresa Montalvo

James Epp

Jennifer/John Gannon

2:45—7:00 :

Edie/Chuck Sickman
Claudia/Joseph Nuno
Megan/Javier Arambula
Likka/Tom Simon
Judy/Marc Soutiere

Clean-up / Parking Helpers ~

Check with Clean-up Coordinator about necessary clean-up that may occur during event. Clean-up after event i.e. tables, chairs, rest rooms, floors, etc. - help where ever needed i.e. check garbage and kitchen clean-up, parking directives

Trudy/Paul Fidler
Roger Hume
Debbie Chiu

Game Helpers ~

Help Class Game Creator decorate/set-up the booth the day of the event and/or clean-up. Help supervise the game booth and distribute prizes.

10:30—2:15:

TK / K: <u>Jennifer/John Hamlon</u>	<u>Daisy Igna</u>
1st Gr: <u>Allison Harvey</u>	<u>Nathan Harvey</u>
2nd Gr: <u>Sara/Roy Cotterill</u>	<u>Gwen Witte</u>
3rd Gr: <u>Sharon/Jim Smith</u>	<u>Cathi Fisher</u>
4th Gr: <u>Susan/Rodney Diaz</u>	<u>Josh Witte</u>
5th Gr: <u>Michael O'Connor</u>	<u>Lori Milton</u>
6th Gr: <u>Tracy Kniesel</u>	<u>Rudy Siao</u>
7th Gr: <u>Edna Siao</u>	<u>Karen Siino</u>
8th Gr: <u>Shannon Garner (Loya)</u>	<u>Lori Brown (Figoni)</u>

2:45—7:00:

TK / K: <u>Monique/Michael Maraviglia</u>	<u>Amy/Scott Petersen</u>
1st Gr: <u>Allison Harvey</u>	<u>Tim/Susan Slone</u>
2nd Gr: <u>Jennene/Gino Renda</u>	<u>Dona Tremoureux</u>
3rd Gr: <u>Eday Igna</u>	<u>Daisy Igna</u>
4th Gr: <u>Karen Dow</u>	<u>Mike Dow</u>
5th Gr: <u>Lisa Griffin</u>	<u>Claudia Raya-Escutia</u>
6th Gr: <u>Edna Siao</u>	<u>Greg Siino</u>
7th Gr: <u>Michael O'Connor</u>	<u>Cindy Benning</u>
8th Gr: <u>Lori Brown (Figoni)</u>	

Logistics/Set-up Helpers ~

Help where needed before event i.e. set-up tables (dinner tables & game booths) chairs, electrical, where necessary before event (early morning—until of day of event).

Available all day:

<u>Antonette/Scott Dutro</u>	<u>John Frank</u>
<u>Janet / Russ Hayes</u>	<u>Rick Kniesel</u>
<u>Herb McDuffee</u>	<u>Maria Pentrack</u>
<u>Camille Rodriguez (Perry)</u>	<u>Cindy/Mike Rafeld</u>
<u>Jim Tombo</u>	

Ticket Sellers ~

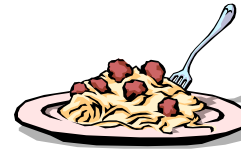
Help where needed in ticket booth (1st shift ~ set-up before event and 2nd shift ~ clean-up after event). Sell game, dinner, and beverage tickets/wrist bands during the event.

10:30—2:45:

<u>Trish O'Brien</u>	<u>Jennifer / Sean Gannon</u>
<u>Nanette / John Paul Siqua</u>	<u>Carrie / Bob Canalas</u>

2:45—7:00 :

<u>Lisa / Jason Chester</u>	<u>Carol Frank</u>
<u>Nanette / John Paul Siqua</u>	<u>Carrie / Bob Canalas</u>



Fall Festival Spaghetti Feed (Kitchen) Helpers ~

Decorate dinner tables and buffet area. Food prep the day of the event i.e. cook pasta, prepare salad and garlic bread the day of the event. Bag all leftover food.

12:30—4:00:

Ninette Dollesin
Tammy Ewing
Jessica Glasky
Brian Glasky
Leanna / Marcus Hawks (Kincaid)

4:00—7:30 :

Jodi Steyding



11-9-09

**PARENT / CHILD SOCIAL
November 6, 2009**

Hospitality Officer Chairs This Event :

Christy Feener & Kristen Schildmeyer
Coordinating the volunteers / preparing fliers / tickets / etc.

Father/Daughter Social

Support Positions =

10 Points:



Assigned Where Needed (attend meetings for details) -

[Sell Tickets / Decoration & Set-up / Prepare & Serve Dinner Food / Games / Photos / Clean-up]

Debbie Chiu
Marci Colliau
Angeli Gutierrez
Nyrisa Ortiz
Maria Pentrack
Tonya Tretter
Earl Penalosa
Trudy Fidler
Jennifer Gannon
Dolores Love
Megan Arambula
Rosalie Caballes

**Innisbrook Fundraiser
Assistant = 15 Points**



Works with the Innisbrook Chairperson

Cindy Pochini

Assisting in the details during the marketing and delivery process.

Tina Lampert

Crab Feed - Fundraising / Support Position = 35 Points:

Date of Event: January 30, 2010

Crab Feed Event Chairperson - *Responsible for planning, coordinating, and overseeing the development of the entire fundraiser event. Purchase crab, salad, bread, etc. (Solicit wholesale cash & carry)*
Trent Jensen



Crab Feed - Fundraising Position = 25 Points: [Works with Chairpersons]

The following coordinators work with ~ Trent Jensen

Co-Crab Feed Event Coordinator— Mike Maraviglia
Works with current Crab Feed Chairperson.

Barbeque Oyster Bar Coordinator - Bill Merz (Parishioner)
Solicits for donations; or best price on barbeque rental, oysters, and items needed for the oyster bar prior to the event. Monitors oyster bar which is open an hour and a half prior to dinner. Coordinates with food chairperson. Barbeques oysters on site— outside of the hall kitchen. Coordinates volunteers who will help with the barbequing and sales of the oysters.

Clean-up Coordinator - Thad Hirsch
Arranges and coordinates clean-up before, during, and after event work with volunteers

Decorations Coordinator - Cristine Jurisich
Coordinate with event co-chairs on theme and design for event.. Works within a set budget. Solicits for donations Manages & organizes volunteers.

Dessert Coordinator - Lisa Lemus
Solicit for donations from parents. Arrange for donations to be delivered to the school prior to event. Prepares signage and bidding list for donations. Monitors dessert table/bidding night of the event. Coordinates with food chairperson.

Food (Kitchen) Coordinators - Dennis / Lourdes Estrada
Coordinate with the chairperson the food that will be served. Work with the food helpers on preparations of the food before and during the event. Also work with the clean-up crew on making sure the kitchen is clean after the event.

Publicity / Signage - Lisa Griffin
Responsible for church bulletin and announcements, fliers for school, as well as, banner & event signage. Acknowledges all donors, sponsors for the Crab Feed & Raffle event.

Servers Coordinator - Antonette Agustin
Coordinate servers... Two servers per table of 16 (2 banquet tables together); the same 2 servers are in charge of those tables for the entire evening. Servers will also be responsible to gather clear tables upon completion of meal.

Set-up Coordinator - James Epp
Design plan for set-up before event, set-up tables, chairs, tablecloths, etc. Coordinates & organizes volunteer crew.

Ticket Sales (includes loop sales) - Susan Drake (Hume)
Responsible for keeping track of sales, money, loop sales. Pre-ticket sales / Admissions - Checks people in at the door night of event.

Crab Feed - Fundraising Positions = 15 Points:

Bar Helpers ~

Set-up Before Event / Bartend During Event / Clean-up at closing of event.

- Jeff Flores
- John Paul Sigua
- Arlene Johnson
- Tom Simon
- Amy Petersen
- Jose Raya-Escutia

Sell drink tickets throughout the event:

- Ben Lee
- Nyrisa / Ernedo Ortiz

Barbequed Oyster Bar Helpers ~

Food prep the day of the event. Barbeque day of the event and/ or sell oysters an hour and a half prior to dinner being served.

- Scott Petersen
- Tim Slone
- Susan Slone

Clean-up Helpers ~

Clean-up before, during and after event tables, chairs, rest rooms, floors, etc. - help where ever needed i.e. kitchen clean-up.

- Cecil Stamper
- Marianna/ Tony Davis
- Karen Dow
- Greg Meurer
- Mike Dow
- Elizabeth/Boris Reyes
- Gwen Witte
- Elena Lang

Decoration & Set-up Helpers ~ *Help needed before event & Day of Event Set-up tables, chairs, tablecloths, etc. before event .*

- | | |
|-------------------------------|----------------------------|
| <u>Denise McGown (Sedeno)</u> | <u>Marisa Ziegler</u> |
| <u>Megan/Javier Arambula</u> | <u>Trish O'Brien</u> |
| <u>John Freitas</u> | <u>Nancy Wall</u> |
| <u>Amy Freitas</u> | <u>Michelle/Roger Neto</u> |

Dessert Auction Helper ~

Help as needed by the coordinator.

Jessica Trant (Jensen)

Servers ~

Servers will also be responsible to gather clear tables upon completion of meal.

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|----------------------------|---------------------------------|
| <u>Herb McDuffee</u> | <u>Cristine Cobos (Abundis)</u> |
| <u>Angeli Gutierrez</u> | <u>Colleen McDuffee</u> |
| <u>Sonia Lee</u> | <u>Jennene Renda</u> |
| <u>Nyrisa/Ernedo Ortiz</u> | <u>Gino Renda</u> |
| <u>Alma/Earl Penalosa</u> | <u>Adam Tremoureaux</u> |
| <u>Delores/Robert Love</u> | <u>Lori Milton</u> |
| <u>Jedy/Rico Pepito</u> | <u>Belinda Silva</u> |
| <u>Rosalie Caballes</u> | |

Food (Kitchen) Helpers ~

Food prep the day before and day of the event. Cook pasta day of the event. Cook shrimp day of the event. Crab must be rinsed and put on ice. Help w/serving dessert auction. Bag all leftover food.

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|--------------------------|--------------------------|
| <u>Chester Chiu</u> | <u>Dona Tremoureaux</u> |
| <u>Elmer Caballes</u> | <u>Dale Milton</u> |
| <u>Charlene Moorhead</u> | <u>Lori Brown/Figoni</u> |
| <u>Pat McDonnell</u> | |



CRAB FEED & RAFFLE January 30, 2010

Raffle - Fundraising / Support

Position = 35 Points:

~ Date of Event: January 30, 2010 ~
Held In Conjunction w/ Crab Feed

Raffle Chairperson: Joe LaPenna / Jeanese Hanson

Generate fliers & ticket design. Solicit sponsors to underwrite printing of tickets. Have tickets printed. Collect address labels from parish data. Bring bulk mail to post office. Schedule helpers to collate and stuff envelopes. Track class competition. Schedule off site sales, track sales as the profit comes back into school.

Co-Raffle Chairperson

Works with current Raffle Chairperson. Two year commitment, will serve as coordinator in 2nd year.

Raffle Helpers - Fundraising

Position =15 Pts:

Collates parish mailing and school envelopes / Does sales—off site, church, other parishes, night of event / as needed and assigned.

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|-----------------------------|--------------------------------|
| <u>Matt Fauria</u> | <u>Angela / Scott Brackett</u> |
| <u>Emmanuel Gutierrez</u> | <u>Judy Marc Soutiere</u> |
| <u>Delores/Robert Love</u> | <u>Carol / John Frank</u> |
| <u>Susan Diaz</u> | <u>Rod Diaz</u> |
| <u>Debbie / Ralph Vigil</u> | <u>Michelle Witte</u> |
| | <u>Shannon Garner (Loya)</u> |



SATURDAY WORKDAY



Saturday Workday Support Service = 20 points

Workdays are once a month from 8:30 AM—12:30 PM

Saturday Workday Coordinator: Scott Miller

Committing to:

August, September, November, January, March, May Workdays

Team 1:

- Cecil Stamper
Mike / Marissa Ziegler
Richard Montalvo / Theresa Sue (Montalvo)
Lisa / Jason/ Chester
Tony / Marianna Davis
Elizabeth / Boris Reyes
Marc Vallier (parishioner)
Jim Tombo

Committing to:

August, October, December, February, April, May Workdays

Team 2:

- Theresa / Kevin Lindroos
Tim / Brandi Schaefer
Arlene Johnson
Camille Rodriguez (Perry)
Lindsey Rodier
Dirk Feenstra

Support Position = 10 Points:

Saturday Workday Coordinator: Scott Miller

Saturday Workday Laundry — Trudy Filder

(Wash/Dry/ Fold - at least once a month)

Auction - Fundraising / Support Position = 35 Points:

(Parent Guild Appointed)

Date of Auction:
Saturday, March 13, 2010



Auction Event Chairperson - _____

Responsible for planning, securing the caterer, coordinating, and overseeing the development of the entire fundraiser event. (A two year commitment—will serve as Advisory Chair in 2010-11).

Outgoing Advisory Auction Event Chairperson - Suzette Eickman

Previously chaired the Auction. Responsible for advising the current year's Auction Event Chair on all aspects of the event.

Auction Marketing Coordinator - _____

Handles all marketing materials, includes invitations, flyers, programs, promotions, etc. Responsible for program development and writing. Market events to St. Rose alumni, parish, and surrounding parishes, and local Catholic High Schools. Works closely with Event Chairs and Signage Coordinators. Handles the Fund-a-Project.

Classroom Projects Creators - Reports to the Classroom Project Coordinator, creates and builds the classroom project, making sure each student in the class has personalized the item in some way.

TK	<u>Kelly Gonzalves</u>
Kinder AM	<u>Theresa Lindroos</u>
Kinder PM	<u>Kimberly Goehring</u>
1st Grade	<u>Nicki Bruno</u>
2nd Grade	<u>Declan Barton</u>
3rd Grade	<u>Mike Chinn / Shari Alexander/Marla Hamilton</u>
4th Grade	<u>Laura Emerson</u>
5th Grade	<u>Kim Boudier</u>
6th Grade	<u>Laurie Swaleh</u>
7th Grade	<u>Dana Schwartz</u>
8th Grade	<u>Kim Boone</u>

Solicitation Coordinator- Michele Kim

Solicits local businesses for donated items valued at \$100.00 or more. Person should be involved in local chamber and business circles; have great verbal and telephone skills. Create and continually update a business sponsor list. Work closely with Bid Sheet Production Coordinator, Corporate Sponsor Coordinators, and Marketing Coordinator.

Auction - Fundraising Position = 25 Points:

[Works closely with Chairpersons to prepare for the Auction May 1, 2009.]

Bid Sheet Production Coordinator - _____

Computer knowledge required / Creates bid sheets for event. / Works with Solicitation Coordinator for accurate donation reporting / Creates final spreadsheet after event

John Moorhead

Decoration / Set-up Coordinator - _____

Coordinates with event chairs on theme and design for event.. Works within a set budget. ~ Solicits for donations ~Works with committee to create and assemble centerpieces prior to the event so that they may be sold at the event. Coordinates decoration committee to decorate tables, stage, sets up and gives the silent and oral auction items eye appeal.

Marla Hamilton

Event Secretary Coordinator _____

Works closely with event chairs providing meeting agendas, minutes, timelines. Updates job descriptions as modified by chairs for all Auction coordinator positions. Must attend all meetings, have good writing skills, computer knowledge, and e-mail for correspondence.

Brendan Hansen

Item Signage / Gift Certificate Coordinator- _____

Works with the Marketing Coordinator to create ALL event signage (such as sponsors' advertising posters). Creates silent & live auction gift certificates and signage associated with the certificates.

Janet Hayes

Live Auction Coordinator- _____

Responsible for logging 40 live auction items and forwarding description to Marketing Coordinator. Works the night of the event coordinating live auction volunteer workers. Tag items and transfer to redemption. Use same volunteers as Silent Auction Coordinator.

Patricia Nicholes

Logistics (Clean-up) Coordinator- _____

Responsible for drawing floor plan, finalizing permits, picking up rental items, (tables, chairs, etc.) Accounts for rental items at the conclusion of the vent. Responsible for facility clean-up—works closely with facility director.

Marla Hamilton

Marketing Co-Coordinator- _____

Works with current Marketing Coordinator. Two year commitment, will serve as coordinator in 2nd year.

Purchasing Coordinator - _____

Responsible for purchasing all silent auction items through wholesale vendors. [Should have resale license and be connected with wholesale merchants.]

Raffle / Balloon Sales Coordinator - _____

Works with Solicitation Coordinator and data entry helper for event night preparation. Solicits ticket and balloon sales the night of the event. Works with set-up to ensure raffle boxes and items are displayed. Solicit raffle items prior to event night for raffle and balloon sales.

Monique Maraviiglia

Raffle / Balloon Sales Co-Coordinator - _____

9A two year commitment, will serve as coordinator in 2nd year).

Auction: Saturday, March 13, 2010

Auction - Fundraising Position = 25 Pts.:

[Works closely with Chairpersons to prepare for the Auction March 13, 2010.]

Redemption Coordinator - Cathy Koumelis
Coordinates all money and receipts on the night of the event (works w/ Parent Guild Treasurer & oversees crew for redemption (where winning bidders pick-up items). May assist at registration by imprinting credit cards on bid sheets as guests enter into the event.

Registration / Sales Coordinator— Paula Bravo
Responsible for keeping track of all admission sales and a seating chart. Provides bidder #s (paddles) and programs to guests - Checks people in at the door. Credit card imprint at door.

Silent Auction Coordinator- Mary White
Responsible for logging silent auction items and forwarding description to Marketing Coordinator. Works the night of the event coordinating live auction volunteer workers. Tag items and transfer to redemption when tables close. Use same volunteers as Live Auction Coordinator.

Telephone Coordinator- Laura Zabriskie
Makes telephone calls from home to school families...reminders, recruiting, assist with ticket sales if needed, etc.

Auction - Fundraising Position = 15 Pts.:

Auction Helpers: Will volunteer where needed and as assigned by the Auction chair people—will be available the entire night of the event.

Marina / Mark Gilbert Jane Ricci
Dirk Feenstra _____

Classroom Projects Coordinator: Jenna Brunello
Works with Classroom Project Creators to secure an idea for the class' project. Ensuring each student has personalized their class project. To report in writing a description of all class projects to event chairs by January 15, 2010. All projects need to be finalized one month prior to the event to enable marketing / pre-

Auction - Fundraising Position = 15 Pts.: [Works with Coordinator / Volunteer time may include meetings prior to event / working the day before and the day of entire event on March 13, 2009. Please Note: Helpers may be switched to different committees as needed.]

Decoration Coordinator:
Marla Hamilton

Decoration / Set-up Helpers ~
Attend decoration meetings. / Event set-up live and silent auction items day of event and decorate tables and stage /Create décor including center-pieces for sale

Tracy/Rick Kniesel
Shannon Garner (Loya)
Dahil / Patrick Chew
Lyndsey Rodier

Raffle / Balloon Coordinator:
Rosanne Taylor

Raffle / Balloon Sale Helpers ~
Raffle tickets and balloon sales the **entire night of event:**

Alissa Faith
Likka / Tom Simon
Wendall / Christopher Aban

Solicitation Coordinator:
Michele Kim

Solicitation Helpers ~
Solicit local vendors for donations in designated areas assigned by Solicitation Coordinator.

Trish O'Brien

Marketing Coordinator:

Marketing Fund-A-Project Helper ~

Redemption Coordinator:
Cathy Koumelis

Redemption Helpers ~
Set-up ~ ready area prior to event / during **night of the event** as cashiers / Clean-up

Karen/Greg Siino
Sandra/Kevin Whelan
Shannon Garner (Loya)
Janis Wuelfing

Reg. / Sales Coordinator:
Paula Bravo

Registration / Sales Helpers ~
Assist with sales prior and night of event. Each sales helper is at the registration table the **entire night of the event.**

James Steyding
Jodi Steyding
Claudia Raya-Escutia

Silent & Live Auction Helpers ~
Work **the entire night of the event** ~

Silent Auction Coordinator:
Mary White

Silent
~ Silent auction table
~ Runners from Silent Auction to Redemption
~ Silent Auction Scribes
(post winning bidders on board)

Brenda Rice _____
Julie/David Trevino _____

Live Auction Coordinator:
Patricia Nicholes

Live
~ assist auctioneer
~ people to display / hold & promote & showcase items during the live auction
~ people to scribe oral auction items
~ oral auction runners
~ get signature from winning bidders / bring items & paperwork to redemption
~ people to help organize oral auction items as they go to redemption

Marty Nicholes Laura Zabriskie
Belinda Silva _____

Telephone Coordinator:
Laura Zabriskie

Telephone Helper ~ Assist telephone coordinator with calls as needed prior to the event.

Deb Fitzsimmons

JOG-A-THON - Fundraising / Support Position = 35 Points:

Date of Event: April 30, 2010 ~ 8:30 a.m. - 12:00 noon

Jog-a-thon Event Co-Chairpersons: Laura Bailey and Cyndie Whitefoot
Responsible for planning, publicizing, coordinating, and overseeing the development of the entire fundraiser event. Reports to Parent Guild progress of the event. Secures DJ for event. Manages all communications with parents, staff, students, and community about the event. Manage pledge tracking process. Secure any necessary donations. Keeps record of the funds that are generated from this event. Communicates with neighbors prior to the event to ensure they are aware of the noise the day of the event.

JOG-A-THON - Fundraising Position = 25 Points:

(All committee coordinators are required to attend the event from set-up until clean-up is complete, as well as all committee meetings.)

Equipment / Course / Prize Sponsor Coordinator: Steve / Jill Jahn
Solicits donations water bottles and prizes for student participants. Create sponsorship opportunities for the day of the event eg. Sponsor class table, banners on fence or cars. Serve as point person for sponsors on the day of the event. Manage course set-up and clean up on the day of the event. Coordinate equipment and supplies—tables for each class, markers, tablecloths, water spray bottles. Manages water distribution during the event.

Event T-Shirt Sales/ Publicity Coordinator: Marci Colliau
Works with Chair people to publicize the event. Solicits the best price or donation of t-shirts. Creates order form for t-shirt sales. Manages t-shirt sales prior to day and day of event. Keeps inventory of t-shirts, fill orders, and organizes the distribution of the t-shirts. Prepares signage for t-shirts sales and Jog-a-thon event.

Hospitality Coordinator: LeAnna Hawks (Kincaid)
Organize necessary supplies prior to the event. Set-up Volunteer hospitality area the day of the event and keep it refreshed. Coordinate popsicle donation, storage and distribution on the day of the event. Assist with winning class party the day of the awards ceremony (about a month after the event).

Pledge / Lap Card Coordinators: Denise Costa Lisa Madden
Help with pledge tracking prior to the event, manage lap tracking process during the event, create lap cards and provide assistance to the co-chair people with pledge collection process in the weeks following the event.

Volunteer Coordinator: Nancy Wall
Make sure each class has sufficient coverage. Contact the volunteers prior to the event, give them instructions on their responsibilities for the day of event. Prepare a Volunteer Assignment Chart for the day of event. Serve as a point of contact for the volunteers.



JOG-A-THON - Fundraising Position = 15 Points: *(works entire event)*

Event Helpers:
Attends committee meetings. Assigned where needed the day of the event—Helps with set-up and clean-up the day of the event. Must be on site at 6:30 am on April 30, 2010.

- Carol / Jose Lopez
- Baby Lynn / Jhovet Lopez
- Maria / Rolando Taeza
- Nora Boyle
- Christine Jurisich
- Tim / Brandi Schaefer
- Edie / Chuck Sickman
- Gus Urmeneta



Support Position = 20 Points:

Coordinator: Paula Bravo

*PAL Sports Banquets / Host Nights / PAL Tournament ~ Jan.—Feb 2010
 Basketball Season/ Picture Day / Etc.*

- Alyssa Faith
- Heidi / Tom Wieser
- Gus Urmeneta
- Sara / Roy Cotterill
- Michelle Witte
- Tina Lampert
- Claudia/ Joseph Nuno

Support Position = 10 Points:

Little Dribbler Coordinator: Shelley Tippit

Set up & Clean-up for Little Dribbler Host Days ~ Dec.—Feb. 2010 Basketball Season/ Picture Day / Etc.

- Michele Witte
- Karen / Mike Dow
- Katie / Brett Wyant
- Bob Canalas

Support Positions = 20 Points: (Selected Positions)

Athletic Director: Dave Koumelis

P.A.L. Fifth through Eighth Grade Teams

Fall Season ~

Boys Flag Football:

Flag Football Head Coach Greg Siino
 Flag Football Asst. Coach

Girls Volleyball:

J.V. Rec. Girls Head Coach Mary White
 J.V. Rec. Girls Asst. Coach
 J.V. Girls Head Coach Jeff Flores
 J.V. Girls Assistant Coach Bailey Harrison (alumni)

Varsity REC Girls Head Coach Dave Koumelis
 Varsity REC Girls Assistant Coach Katie Fidler (alumni)
 Varsity Girls Head Coach Dave Koumelis
 Varsity Girls Assistant Coach Rolando Taeza

Co-ed Cross Country Team:

Track Boys/Girls Coach Brian Glasky

Winter Season ~

Basketball Teams:

J.V. Rec. Boys Head Coach Matt Weiser
 J.V. Rec. Boys Asst. Coach Nick Bruno
 J.V. Rec. Girls Head Coach Steve White
 J.V. Rec. Girls Asst. Coach Dennis Candler
 J.V. Boys Head Coach Randy Ricci
 J.V. Boys Asst. Coach
 J.V. Girls Head Coach TBD
 J.V. Girls Asst. Coach Larry Whitefoot
 Varsity Rec Boys Head Coach TBD
 Varsity Rec Boys Asst. Coach TBD
 Varsity Rec Girls Head Coach TBD
 Varsity Rec Girls Asst. Coach TBD
 Varsity Boys Head Coach Keith Heinrichs
 Varsity Boys Asst. Coach Kevin Whelan
 Varsity Girls Head Coach Jim Davenport
 Varsity Girls Asst. Coach Jeff Flores



P.A.L. COACHES (continued)

Support Positions = 20 Points: (Selected Positions)

Athletic Director: Dave Koumelis

P.A.L. Fifth through Eighth Grade Teams

Spring Season ~

Boys Volleyball :

Boys Volleyball Coach TBD

Co-ed Track Team:

Track Boys/Girls Coach Brian Glasky

Co-ed Golf:

Golf Boys/Girls Coach Chuck Sickman

LITTLE DRIBBLER COACHES

Support Positions = 10 Points: (Selected Positions)

*Youth ~ First through Fourth Grade Teams ~ Winter Season
 Assignments will be made upon completion of program details*

Youth Basketball / Little Dribblers Coaches:

1st Grade Boys: <u>Brad Eickman</u> / <u>Tim Slone</u>	1st Grade Girls: <u>Greg Wall</u> / <u>Nick Alexander</u>
2nd Grade Boys: <u>Brett Wyant</u> / <u>Anthony Agustin</u>	2nd Grade Girls: <u>Kelly Fontes-Hyde</u>
3rd Grade Boys: <u>Ralph Vigil</u> / <u>Steve Jahn</u>	3rd Grade Girls: <u>Gus Urmeneta</u> / <u>Mike Newman</u>
4th Grade Boys: <u>Paul Harrison</u> / <u>Mike Dow</u>	4th Grade Girls: <u>Jeff Kim</u> / <u>Thad Hirsch</u>