

**2016**

**WELCOME**

**TO**

**CATHOLIC ACADEMY**

**OF**

**NIAGARA FALLS**

**HOME-SCHOOL ASSOCIATION**

**2017**

**CATHOLIC ACADEMY OF NIAGARA FALLS**

**HOME- SCHOOL ASSOCIATION**

**2016 – 2017 OFFICERS AND BOARD OF DIRECTORS**

**OFFICERS**

President:	Lisa Sanders	Child in Gr. 5	628-1861
Vice President:	Tamara Curtis	Child in Gr. 2	201-2447
Treasurer	Rebecca Jakubowski	Children in Gr. 1 & 5	417-3893
Secretary	Vicki Bower	Child in Gr. 5	345-0876

**BOARD OF DIRECTORS**

Danielle Borzillieri	Child in Grade 2	579-9203
Dana Goodemote	Child in Grade 2	901-1798
Tammy Gansworth	Child in Grade 6	870-7397
Mark Jaroszewski	Child in Grade 4	628-0131
James Phillips	Children in Grade 2	587-1050
Jennifer Palumbo	Children in K, 2 & 6	583-5555
Renee Pyda	Child in Grade 4	940-5689

**SCHOOL REPRESENTATIVES**

Principal	Jeannine Fortunate
Assistant Principal	Mary Champoux
Faculty Representative	Maria Arist

# HOME-SCHOOL ASSOCIATION DATES OF INTEREST

## SEPTEMBER

- 8 Candy Bar Sale Begins
- 14 Parent Orientation – Home-School Table
- 20 Dad Take Your Child to School Day – Refreshments
- 28 HSA Meeting and Social

## OCTOBER

- 5 Football Frenzy Begins
- 7 Bowling begins
- 24 Celebrate Catholic Ed Dinner
- 31 Halloween

## NOVEMBER

- 2 HSA Meeting
- 18 Honor Assembly – Refreshments

## DECEMBER

- 3 Craft Show
- 21 Christmas Parties

## JANUARY

- 18 Easter Candy Sale Begins
- 20 HSA Meeting
- 27 Honor Assembly - Refreshments

## FEBRUARY

- 1 Open House

## MARCH

- 24-25 Annual Basket Auction

## APRIL

- 7 Honor Assembly - Refreshments
- 27 Generation Celebration

## MAY

- 3 Teacher Recognition Dinner  
HSA Installation of Officers
- 11 Art Festival & Chiavetta's Dinner

## JUNE

- 15 Sixth Grade Class Nite – Hosted by 5<sup>th</sup> Grade Parents
- 20 Gr. 1 – 5 Game Day

## **EXPLANATION of a BOARD MEMBER**

- ❖ Do your best to attend all Home-School Association Meetings as well as Board Meetings. Please try to be prompt for all Board Meetings.
- ❖ Give your opinion on all issues brought up at the Board Meeting.
- ❖ Listen to the concerns of parents and channel them to the right people, or bring them back to the board meeting where they can be discussed.
- ❖ Support all decisions made by this Board, the President, as well as the Principal. Even though you may not agree with each decision, it is important that we, as a Board, support each other.
- ❖ Represent the school as much as possible at school functions your attendance.
- ❖ Try to support as many of our fundraisers as possible.

## DESCRIPTIONS OF UPCOMING EVENTS

Listed below are brief descriptions of events that we do throughout the year. Each event is a big undertaking so we depend on our parents to help out. Any amount of time that you are able to help will be greatly appreciated – no amount is too small.

The first **six are required** Academy Fundraisers:

**Candy Bar Sale** – This sale starts within the first week of school and usually lasts a till the end of September. Volunteers are needed to get the boxes of candy bars out to the children. The money needs to be counted and recorded as it comes in, and a count of all boxes given out has to be kept. The two chairs will set up selling dates at various stores and churches, announce this incentive in the newsletter and set up a schedule of parents to sell at these venues.

**Football Frenzy** – This sale will start the first of October. Tickets are sold for \$10. Each ticket runs for 10 weeks and each week has three random teams assigned to it. Total weekly prizes are \$400, and are based on the total scores of the games. 15 tickets are required to be sold.

**March Madness** – Just like Football Frenzy, this \$10.00 ticket is a chance to win 46 monetary prizes. 15 tickets are required to be sold.

**Basket Auction** – What a GREAT event!! This fundraiser has something for everyone! First you can help by selling raffle tickets for a \$500 cash prize or prizes valued over \$300. You can also help set up, help at the auction in many different areas, help clean up, and most importantly, you can help gather items to raffle off for the auction. Each family is required to donate a basket valued at \$25 or more. The more items available the more money raised. After all the prep work is done you can invite many friends and relatives and come out and have a very entertaining evening! This event provides the much-needed funds for our school and is also a whole lot of fun!

**Easter Candy Sale** – Everyone loves Easter Candy, so why not get yours from us? Orders for delicious Gertrude Hawk Chocolates are taken in the months preceding Easter. Volunteers are needed to distribute order forms to the children, help collect orders, check candy for any damaged or missing pieces on delivery day, and assist with the candy pick up (any amount of time during the day of delivery would be helpful).

**\$1,000 Raffle** – Tickets sell for \$20 each and each fundraising family is required to sell 6.

**School Parties** – There is a whole school party for Halloween and Christmas. These are a lot of fun to work. Children receive treat bags, spend the day at different fun activities and play various games.

**Honor Assembly Refreshments** – This is a nice event to honor many students in our school. There are usually a lot of parents and grandparents attending. The whole event including clean up is over in about 1 ½ hours. Volunteers are needed to set up refreshments for three Honor Assemblies. Assemblies begin at 1:30 and are usually on a Friday.

**Craft Show & Breakfast with Santa** – will take place the first weekend of December. Crafters and Vendors will set up in the gym. A mini basket auction will take place. Santa will arrive during the pancake breakfast. Pictures with Santa will be available for purchase. Help is needed setting up and kitchen staff for the event.

**Christmas Candy Sale** – This is another chance to enjoy delicious Gertrude Hawk chocolates and purchase gifts for friends and relatives.

**Catholic Schools Week** - This is a nationwide celebration held the last week of January. The week is filled with many different fun events in which everyone participates - children, teachers and staff.

**Open House Tour Guides & Refreshments** – Help show off our school to prospective families by signing up to give tours. Information is provided to guides to help point out all of our best features. Volunteers are needed to shop & set up refreshments for the evening.

**Concessions and Split Club** - It is always nice to have a concession stand open to provide drinks and food to an audience as they are watching a play or a basketball game. A split club also helps to raise money. Volunteers are needed to run the concession stand, sell split club tickets and organize helpers at various school events throughout the year.

**Sports Teams Pizza Party** – Serve pizza and drinks to our star athletes during a special lunch.

**Chiavetta's Chicken Dinner** – Held during the **Art Festival**, this is a good chance to get dinner before enjoying the activities. We need help to sell tickets to relatives and friends and help with serving take-outs and dinners.

**Teacher Appreciation Dinner** – This committee provides a caterer, decorates, and cleans up after our annual teacher recognition dinner. The dinner is an informal way for parents to thank the teachers. It is held in May and precedes our last Home-School meeting.

**Generation Celebration** – A fun filled morning for children and a special older person in their life. An activity is planned, refreshments are served and children get to show their work off. There are a lot of people in attendance for this heartwarming event.

**End of the Year Game Day & Picnic** – Volunteers are needed to help the P.E. teacher with games and organize a hot dog lunch.

## PROCEDURES FOR CHAIRING FUNDRAISERS

- **No money** leaves the building. All money must be counted and left in the office for the Treasurer. If it is a fundraiser that runs a while, please come in to the office and check orders or ticket money periodically to leave for the treasurer.
- **All checks** collected for fundraisers, unless otherwise specified, should be made payable to Catholic Academy of Niagara Falls or CAONF.
- **Checks** will be accepted only from school families unless otherwise stated. If a fundraiser is accepting checks from non-school families for a sale, the name of the school family who sold the item is to be written on the front of the check.
- **A fundraiser report** will be given to the chairman to fill out at the beginning of the event or sale. Please be specific about any problems or suggestions. It may help things run more smoothly the next time.
- **Announcement notes and poster** must be presented to the principal for approval before being distributed. Any notes to go home or inserted in the weekly folders, newsletter or church bulletins should be written out specifically with dates, times, prices, etc.
- **Information for the school newsletter** should be given to Mrs. Kline one week in advance. Make sure it has all the specific information; dates (beginning and end of sale, delivery) times, prices, etc.
- **Information for the church bulletin** must be given to the rectory 2 Fridays before it is to be announced.
- **Announcements at Mass** can be made, but the information must be dropped off at school before the weekend to be sent to the rectory.
- **Selling after Mass** must be approved by the Pastor of the particular church you would like to sell at.
- **Tickets** can be run at school but if anyone has any other resources for copies, it will be very much appreciated.
- **A list of volunteers** will be given to the chairperson.

*Please let us know if you have any other helpful hints to include here. Thank you for your time and efforts! It is parents like you who help to make Catholic Academy a great school.*



## VOLUNTEER INFORMATION SHEET --- PLEASE RETURN TO SCHOOL

Please fill out the following information so that we can keep you informed on the many different events throughout the year.

Parent/Guardian Name \_\_\_\_\_

Telephone # where you can be reached \_\_\_\_\_

Please write best times to be contacted or your availability schedule if known:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

If you would like to help on an event please circle the event and someone will contact you with further information:

**Candy Bar Sale**

**Craft Show & Breakfast with Santa**

**Easter Candy Sale**

**Basket Auction**

**Teacher Appreciation Dinner**

**HSA Meeting Refreshments**

**End of the Year Game Day & Picnic**

**Open House Tour Guides & Refreshments**

**March Madness (Basketball Tickets)**

**Sports Teams Pizza Party**

**Christmas Candy Sale**

**School Parties: Halloween & Christmas**

**Honor Assembly Refreshments**

**Chiavetta Chicken Dinner**

**Event Concessions & Split Club**

**Catholic Schools Week Events**

**Generation Celebration**

**\$1,000 Raffle**

**Football Frenzy (Football Tickets)**

**As each event draws closer signup sheets will be sent home in the weekly folders and be available at the Home-School Meetings.**