

HOMEROOM HELPER GUIDE

2011-2012

Thank you for volunteering your time as a homeroom helper. With your help we can make this school year special for all of our great children at St.Brendans.

DUTIES:

- Hosting school holiday pizza parties.
- Hosting teacher luncheons (same day as pizza parties)
- Hosting receptions.
- Hosting assigned family fun events.
- Coordinating Donation Lists for snacks and supplies.

PIZZA PARTIES	DATE	GRADES
Christmas	Thursday December 15th	2 nd and 3 rd
Valentines Day	Tuesday February 14 th	8 th and 4 th
End of Year	Thursday May 31st	Pre-K and K

TEACHER LUNCHEONS	DATE	GRADES
Halloween	Friday October 28 th	7 th and 8 th
Christmas	Thursday December 15 th	Pre-K and K
Valentines Day	Tuesday February 14 th	4 th and 5 th
End of the Year	Thursday May 31 st	2 nd and 3 rd

RECEPTIONS	DATE	GRADES
VIP Luncheon	Week of January 30th (Catholic Schools Week)	6 th and 5th
Teacher Appreciation	Thursday April 19th	1 st and 6th
Communion	First Week of May	1 st
Graduation(Breakfast)	June ? TBA	7 th
Graduation Night	June 1	Hospitality
NJHS	TBA	6 th

SPECIAL EVENTS	DATE	GRADES
Halloween Party	Friday October 28 th	HSA/Hospitality
Mardi Gras Casino Night	Saturday February 11 th	Fundraising

PIZZA PARTY INFORMATION

There are 2 lunches A and B

LUNCH A 11:32 - 11:55

LUNCH B 11:55 - 12:22

SET UP 1hr/6 people

Set up is done after drop off first thing in the morning
 Cover tables with 2 layers of tablecloths / bottom layer taped to table.
 Placement of decorations and balloons on each table.
 Set tables with plates and napkins.

AT THE PARTY 1hr/3-5 people

Help serve the drinks and food
 (Snacks and Desserts are usually donated by parents)

Clean up social hall.

TEACHER LUNCHEONS

SET UP (Banquet Hall) 1hr/3 people

Set up and decorating is done first thing after drop off in the morning.

Meals should cover A and B period lunches.

AT THE PARTY 2 1/2hrs/4 people

Serve/Replenish food and drink (for about 24 people)
 Clean up Banquet Hall

NOTES:

A budget of \$100.00 is provided to purchase food and supplies for the teacher luncheon. Donations of home cooked/baked items from parents are encouraged and greatly appreciated.

Plates and napkins will be provided by HSA

No goody bags allowed in lunchroom.

No soda at parties. (Only Grades 6, 7, and 8 may have caffeine free soda)

