Good day to all the Falcon Families!
This week and next are very busy for our school and parish. Join us at the Parish Gala this weekend, and the Halloween Hustle the following! We can’t wait to have some serious fun with our St. Bede Family!

The November 1st deadline for a Trivia/Kid’s Night Out Chair is fast approaching. This is an event that the whole family can enjoy. Kids are upstairs having fun with a DJ and movies, while the parents enjoy a team game of trivia. If you want to complete your hours – you can do so in one shot! The chair/chairs of this event will earn 15 service hours for planning the event PLUS the time spent at the event.

“Must Know” bullet points (All links are below or can be found on the PA tabs of the school website):
- You should have received an invitation by email to the SignUp page. If you did not, please contact Erin Ottaviano or Becky Dressendorfer (email contact info found below)
- Our first “Morning Mixer” will occur THIS THURSDAY - October 17th – flyer attached
- Halloween Hustle is coming up! Registration attached
- Falcon Night Out at Antioch Pizza – 11/4 – both Antioch and Fox Lake Locations are participating!
- Father Daughter Bowling form attached – event 11/10
- Needs: EVENT CHAIRS & SHADOW CHAIRS – please see below. If we don’t have leadership for these events, they will be cancelled.
  - NOTE: Trivia and Kids’ Night Out Event Chair needed immediately – if no one volunteers by November 1, the event will be cancelled.

CELEBRATIONS:
- Our 6th, 7th and 8th grade students will be attending Holy Fire this week! Congratulations on the grant that covers the cost for transportation! This is a great event which teaches our students that celebrating faith is fun and fulfilling.
- Student enrollment is up this year from last year, and continues to rise! Keep up the great word of mouth! If you want to share a special reason you are a part of St. Bede School, please reach out to our Marketing Director, Karen Smott – ksmott@stbedeschool.com
- As of this writing, we have 32,790 points (about 7000 more than last week!!) and Anna Maties still leading the pack! We are fast approaching the $100 mark – 50,000 points. Thank you to everyone who is participating. Keep up the good work!
- Box Tops: We are up to $45.80 for digital box tops with the app! Up $6 from last week! Every little bit helps! Keep scanning those receipts! This total will count for the whole school Box Top drive currently going on!

UPCOMING EVENTS AND CONTESTS:
- There is a parish wide survey that was put into the church bulletin this past weekend which asks the opinion of the parish as to what to do with the St. Peter school building and convent. Unfortunately, it is not part of the electronic bulletin posted online. Fr. George’s letter related to this matter is attached below. If you have ideas or opinions on what should happen with the unused buildings in our parish, please reach out to parish leadership.
- First Morning Mixer – October 17! These morning mixers will take place on a monthly basis on the 3rd Thursday of every month. Please join the Parent Ambassadors for a quick chat, morning dose of caffeine and a little sugar high while you mingle with other parents. Feel free to share whatever is on your mind!
• Our next **Falcon Night Out** has been set up! Join us on November 4 at Antioch Pizza – both the Fox Lake and Antioch locations are eligible for this promotion! See flyer attached!

• Get your hustle on! **The Halloween Hustle** sponsored by the Athletics Association is coming up. Please register for the event using the attached registration sheet or online at: [https://www.stbedeschoolhh.com](https://www.stbedeschoolhh.com). Sign up continues through the DAY OF THE EVENT
  - Halloween Hustle also needs volunteers! Sign up using this link: [https://signup.com/go/QYRWzSO](https://signup.com/go/QYRWzSO)
  - Students who participate will get an out of uniform day where they get to wear their tshirt on October 28
  - There is also a contest for the grade with the highest participation percentage AND a contest for the highest amount of pledges raised!

• **Box Top Drive now happening!!!** Clip those Box Tops and get them sent in by 10/25/2019! We currently have $205 in total Box Tops (digital and clipped) – if we can match or exceed our current total, THE WHOLE SCHOOL WILL GET AN ICE CREAM/POPSICLE PARTY. Keep scanning those receipts – every little bit helps! See attached flyer.

• **Father Daughter Bowling** will be coming up in November- use the attached flyer to sign up for the event. Contact Tina Lutzke with any questions! This is a great annual event, please take part!

• **Yankee Candle Fundraiser** is open. Online orders for St. Bede School count through January 8! St. Bede PA earns 40% of all sales from this fundraiser. Shop online at: [https://www.yankeecandlefundraising.com/store.htm](https://www.yankeecandlefundraising.com/store.htm) Be sure to use group number: 990027534

• As always, tumblers and sweatshirts are available! Use the attached form to order yours today!

**SignUp** – [https://signup.com/go/cPpSULw](https://signup.com/go/cPpSULw)

Remember all events are marked on the calendar – search events below by date. There are “place holders” for many events that are not yet “live”. Please do not sign up for these “place holder” events yet. The link for

**Events ready for volunteers**
  - Bake Sale for grades PreK, 2, 4 & 6 - November 9 & 10
    - PLEASE REMEMBER TO SIGN UP FOR THE 30 MIN BEFORE AND AFTER MASS – double check your sign up time.
    - Please do not sign up for more than one spot - sign up each adult individually.
    - Only a couple of volunteer slots left for Sunday!
  - Game Night - November 15
    - We need 5 “Game Gurus” – those people who will be teaching others how to play the games
    - We need 5 people who can help set up
    - We need 1 more person on sales
  - Book Fair and Game Night at the Holiday Bazaar - November 16
    - 18 of 24 spots filled – need Game Gurus from 11:30-3:00PM
  - Book Fair - November 18, 19, 20 & 21
    - BIGGEST NEED: Tear down on Thursday the 21
    - 8 of 11 spots filled on Monday the 18
    - 11 of 14 spots filled on Wed the 20
  - Want to get a head start on planning?
    - Book Fairs for January 24-29 and May 4-7 are live
    - Bake Sale Feb 14 and 15 for grades 1st, 5th and 7th grade is live
      - Sign up 30 min before and after each mass. Please do not sign up for more than one spot - sign up each adult individually.
    - All School Bake Sale April 4 & 5 is live
• Sign up 30 min before and after each mass. Please do not sign up for more than one spot - sign up each adult individually.

CURRENT NEEDS:
• We need event chairs and event chair shadows for the following:
  o Shadow needed: Holiday Shoppe
  o Event Chair needed: Trivia Night/Kids Night Out
    - If no one volunteers by November 1, the event will be cancelled
  o Event Chair needed: Schwann’s Fundraiser (No VIRTUS training required)
  o Shadow needed: Fun Pasta Fundraiser (No VIRTUS training required)
Contact Samantha Harris with questions: Samantha.Harris22319@gmail.com
• Check SignUp for volunteer needs: https://signup.com/go/cPpSULw
• SignUp link for Halloween Hustle: https://signup.com/go/QYRWzSO

CALENDAR:
10/19: Our Lady of the Lakes Gala
10/26: Halloween Hustle
11/1: Teacher Institute, no school
11/4: Falcon Night Out- Antioch Pizza (both Antioch and Fox Lake locations!)
11/9 -11/10: Bake Sale @St. Peter, grades 2, 4, 6, PK
11/10: Father Daughter Bowling, 12:30-2 @Raymond's
11/13: PA Meeting, Library, 6:30PM
11/15: Game Night & Book Fair, Library, 6-8:30 PM
11/16: Holiday Bazaar: Check out the Book Fair and Games
11/18-20: Book Fair
11/26: Parent Teacher Conferences
11/27-29: Thanksgiving Break, No school

ATTACHMENTS BELOW:
Box Top Drive
Halloween Hustle
Fr. George’s Letter related to St. Peter school
Yankee Candle Fundraiser info
Falcon Night Out – Antioch Pizza
Morning Mixer
Shoparoo Information
Father Daughter Bowling
PA Calendar
Service hour document
Sweatshirt Order Form

Your Parent Association Board is here to work for you!
• Becky Dressendorfer, President: beckyapatterson@yahoo.com
• Samantha Harris, Co-Vice President: Samantha.Harris22319@gmail.com
• Erin Baumgardner, Treasurer: schubi1204@aol.com
• Carrie Madden, Recording Secretary: carriemadden11@gmail.com
• Sandra Sancen, Room Parent Secretary: sancensandra@hotmail.com
• Julianne Hettich, School Board Liaison: juliannets@hotmail.com
• Erin Ottaviano, Volunteer Coordinator: ottavianofamily81206@gmail.com
• Michelle Cerasani, Parent Ambassador Co-Coordinator: mlcerasani@gmail.com
• Heather Johnson, Parent Ambassador Co-Coordinator: heather@ryaninc.com

As a reminder: you are all part of the Parent Association. You get automatic membership simply by enrolling your children to be students at St. Bede. Please know this is not an exclusive group. Everyone is welcome at any time to any of our meetings, which for the most part occur on the 2nd Wednesday of every month at 6:30 in the school library.
Just in time for the holidays! The Parent Association brings you a great fundraiser from Yankee Candle. Stock up on wrapping paper, gifts, and of course...candles!

St. Bede will receive **40%** of all sales!!!

### 3 WAYS TO ORDER

1. **Catalog Orders - SEP. 27th - OCT. 11th** (Guaranteed delivery before Thanksgiving)
   
   Make checks Payable to St. Bede School. Keep the Pink Order form - Turn in the White and Yellow. Pick up extra packets from school office or churches.

2. **Online - visit YankeeCandleFundraising.com and use group #990027534.** Orders ship direct to you! Order through **January 8th!**

3. **App**  
   - Download Yankee Candle Fundraising App. Get the word out to friends and family and place online orders.

---

For any questions or help, contact: Samantha Harris: (847) 431-8507 / samantha.harris22300@gmail.com

Thank you for your support and happy shopping - St. Bede School PA
PARENTS!!!

Drop the kids off and come join the Parent Ambassadors for the 1st of our monthly Morning Mixers! This is an opportunity for parents to mingle with one another for a few minutes over coffee and a breakfast treat. Nothing too time-consuming, just a few minutes to stop and say “Hi!” to other parents in the St. Bede community.

**WHEN:** Every 3rd Thursday of the month, starting **Oct. 17, 2019**

**WHERE:** In the conference room to the left of the front doors

**TIME:** 7:45 am – 8:15 am
Responsible Stewardship

Back in May of 2016, St. Peter’s School closed. I did not arrive at Our Lady of the Lakes until July of 2018. However, I have heard from many parishioners how saddened they were about the closing of the school and how angry they were about the lack of communication around the whole situation. It is hard on a parish to lose their school. Our mission is to pass on the faith and a school is very important to that mission.

Unfortunately, the closing of the school does lead to other issues that we must address. St. Peter’s School and Convent cost the parish about $70,000 to maintain yearly. This number does not reflect the building repairs that are needed. Since the closing of the school, we have spent about $210,000 to simply keep the school and convent open. On top of that, we have about $250,000 worth of repairs that need to be done in the near future to the buildings to keep them safe. If we do not make changes in how we operate, over the next five years we will spend nearly $600,000 between keeping the building open and making repairs.

Clearly, we must do something with the school building. We cannot continue to operate the buildings as we have these past few years. Some parishioners have hope that the school will open again in the future. Unfortunately, I do not think that is realistic. I do not think it is wise to think that will happen.

I have heard from some parishioners that they do not want to see the school used in any other way than as a school. Also, they have told me that if the school is used in a way that they do not like, they will leave the parish. I am saddened to hear such a response. We need to be open to dialogue and to explore all possibilities. Simply put, our faith should be more than how a building is used. Our faith is in Jesus Christ. Gathering as a community to partake in the Holy Sacrifice of the Mass is what truly sustains all parish communities.

Many parishes across the Archdiocese have found a way to lease (or sell) their unused buildings in a way that has benefitted the parish community. We need to imitate those parishes. Of course, we are limited on who can lease our buildings. We must not allow our spiritual mission to be compromised, and, per Archdiocesan Directives, we must maintain our tax exempt status. There will be more dialogue in the near future on this subject. I just want to present to the parish the reality that we must do something. As good stewards we simply cannot continue to operate in the usual manner.

Thank you for your patience and understanding as we explore this matter. I welcome your input, your vision, and your support in the upcoming months.

Yours in Christ,
Fr. George
Saturday, October 26, 2019

Location:
Grant Woods Forest Preserve
25405 W. Monaville Road
Ingleside, IL 60041

<table>
<thead>
<tr>
<th>Start Time</th>
<th>Event Description</th>
<th>Price</th>
<th>Individual Event Price @ Family/Group of 6+ Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:15-8:35AM</td>
<td>Day of Registration/Packet Pick-Up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:30AM</td>
<td>Kids (Ages 5-12) 1-Mile Fun Run</td>
<td>$15</td>
<td>$13.50</td>
</tr>
<tr>
<td>9:00AM</td>
<td>10K Run (All Ages)</td>
<td>$20</td>
<td>$18</td>
</tr>
<tr>
<td>9:45AM</td>
<td>5K Walk/Run (All Ages)</td>
<td>$30</td>
<td>$27</td>
</tr>
<tr>
<td>10:30AM</td>
<td>Awards</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Please arrive 30 minutes prior to your event start time.
* Price includes computerized timing and t-shirt!
* All proceeds benefit the St. Bede School "Support Our Future" Campaign.
* You must register by 10/11/19 to be guaranteed a t-shirt. Day-of-Pricing is an additional $5 per event and does not guarantee a t-shirt.
* Dogs are $5 and MUST be on a leash. Children 4 and under are free. Leashes Optional. Strollers welcome!
* Family/Group Rate is 10% off your total event price of 6+ registrants. Dogs are not eligible for the discounted rate.

Registration:

Online at www.31stbedeschicksill.com
or
Drop off/Mail Form and Payment to:
St. Bede School
C/O Halloween Hustle
86288 N. Wilson Road
Ingleside, IL 60041

Checks can be made out to "St. Bede Athletic Association"

Packet Pick-Up:
Friday, October 25, 7:00AM - 7:00PM
St. Bede School
Packet can also be picked up on race day at the registration table starting at 7:35AM.

Join us on Facebook by searching "2019 St. Bede School Halloween Hustle."

Additional T-Shirts are available for purchase at www.31stbedeschicksill.com/tshirt

For any additional questions or concerns, please feel free to reach out to:
Tina Lutzke  E-Mail: Tinalutzke@hotmail.com  Cell: 815-332-4567
Jacintha Collins  E-Mail: Jacindacollins@yahoo.com  Cell: 815-406-7605

______________________________

☐ Check if this is a family/group registration. Please copy 1 FORM FOR EACH REGISTRANT and secure all completed forms together with payment.
☐ Check here if entering a Dog. Add $5 per dog to your price. Name of dog (s):

Registant Name: _______________________________  Event: _______________________________  Price: _______________________________

Address: _______________________________________________ Date of Birth (must include year): ______/_____/_____

Gender (Circle): Male  Female  Emergency Contact Name/Phone #: _______________________________

T-Shirt Size (Circle): Adult: S  M  L  XL  XXL  Youth; S  M  L  Emergency Contact Name/Phone #: _______________________________

I, hereby fully release and forever discharge the Park District from any and all claims for injuries, damages or loss for my or my minor child/child’s embarrassments, accidents, personal injuries, illness, death or damage to my or my minor child/child’s person and property resulting from any and all activities connected with or associated with this activity, I further agree to exonerate all officers, agents, employees, and any party or parties, collectively referred to as "Park District", in any way connected with or associated with this event, I further agree that this agreement shall be governed by the State of Illinois. By participating in this event, St. Bede School and the right to reproduce, use photos, videos and images of the event and participants on race day. I have read and fully understand the above description of risks, and waives and releases of all claims.

☐ Check and understand and agree to the waiver and release.

Signature: _______________________________ (Registrant Age 18+ or Legal Guardian)
St. Bede School
Father & Daughter Bowling

All St. Bede Girls in Preschool - 8th Grade are invited!
Bring your Dad (or Grandpa, Uncle, etc.) for a special and fun-filled afternoon!

Sunday, November 10, 2019
Check-In Time 12:15 PM
Bowling From 12:30-2:00 PM

Raymond’s Bowl and Entertainment Center
3960 N. Johnsburg Road
Johnsburg, IL 60052

$15 per person ($30 per Father & Daughter Team)
If you have more than 1 daughter at St. Bede, each additional daughter is $5.
Price includes an hour and a half of bowling, shoe rental, and lunch!

All forms and payments are due by Monday, November 4. Please return via “Backpack Express”
in an envelope marked “Father & Daughter Bowling, C/O Kyla Lutzke, Grade 5.”

*Due to a change in payment policy, day-of cancellations and no shows will no longer be able to be refunded.

Checks can be made payable to “St. Bede Parent Association.”
Please contact Tina Lutzke with any questions or concerns.
TinaLutzke@hotmail.com or (Cell) 414-322-1557

“Father’s” Name: __________________________________________________________

“Daughter’s” Name: ___________________________________ Grade: ______

“Daughter’s” Name: ___________________________________ Grade: ______

“Daughter’s” Name: ___________________________________ Grade: ______

E-Mail Address: __________________________________________ Phone #: ____________________________
School Wide Contest Ends
10/25/19

Our goal this year is $2000.00. We have $205.00 so far. If we can match or exceed this by 10/25/19 the whole school gets a cold treat. Send in those clipped Box Tops by 10/25/19. Keep scanning those receipts every time you shop.
## Sweatshirt and Swag Order Form

**Name:** ________________________________________________

**Phone Number:** ________________________________

**Email:** _________________________________________

**Grade/Teacher:** __________________________________

**Total Number Ordered:** ____________________________

**Total Amount Due:** _______________________________

### Crew Neck Sweatshirt

- **Youth Sizes** $15.00
- **Adult Sizes** $18.00
- **Adult Extended Sizes** $20.00

<table>
<thead>
<tr>
<th>Youth Sizes</th>
<th>YS</th>
<th>YM</th>
<th>Y</th>
<th>YXL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Sizes</td>
<td>S</td>
<td>M</td>
<td>L</td>
<td>XL</td>
</tr>
</tbody>
</table>

### ¼ Zip Sweatshirt

- **Youth Sizes** $24.00
- **Adult Sizes** $28.00
- **Adult Extended Sizes** $30.00

<table>
<thead>
<tr>
<th>Youth Sizes</th>
<th>YS</th>
<th>YM</th>
<th>Y</th>
<th>YXL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Sizes</td>
<td>S</td>
<td>M</td>
<td>L</td>
<td>XL</td>
</tr>
</tbody>
</table>

### 20 oz. St. Bede Stainless Steel Tumbler

- Stainless Steel Outer And Inner, Double Wall Construction For Insulation Of Hot Or Cold Liquids, Vacuum Insulated, Snap-On, Spill-Resistant Thumb-Slide Lid With Rubber Gasket, Meets FDA Requirements, BPA Free, Hand Wash Recommended.

- **Price:** $12.00

<table>
<thead>
<tr>
<th>Qty</th>
<th></th>
</tr>
</thead>
</table>
A Tasty Way to Raise Dough

St. Bede Catholic School
Monday - November 4th 2019

Present this certificate at the time of payment to have 15% of your order excluding tax and tip, donated to St. Bede Catholic School.
Certificate must be mentioned at time of payment.
Not to be used with any other coupons or discounts. Share with your friends & family.

ANTIOCH and FOX LAKE LOCATIONS

www.antiochpizzashop.com

ANTIOCH Location  ■  847-395-6777 ■ 994 IL Rt. 59 ■ Antioch, IL 60002 ■ Breakfast / Lunch / Dinner 6:30 AM – 9PM
FOX LAKE Location  ■  847-629-5035 ■ 20 S. Rt. 12 ■ Fox Lake, IL 60020 ■ Lunch / Dinner 10:30 AM – 9:00 PM
Shop. Snap. Earn.

Finally, hassle-free fundraising.

Download the free Shoparoo app
Join the 10,000+ schools already earning thousands through Shoparoo

Snap pictures of your receipts
Every Receipt Counts!

Earn cash for our school
Shoparoo makes a donation for every receipt you submit

Share with your friends
There's strength in numbers - the more supporters we have, the more we earn

Available now on the App Store
Get it on Google Play
<table>
<thead>
<tr>
<th>August</th>
<th>December</th>
<th>April</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/7 New Parent Orientation 6:30PM, Library</td>
<td>12/2-12/6: Holiday Shoppe (during school day)</td>
<td>4/4-4/5: ALL SCHOOL BAKE SALE at: St. Peter Church</td>
</tr>
<tr>
<td>8/10 PreK/K getting to know you: Bella's Bouncies</td>
<td>12/9: Christmas Music Program</td>
<td>4/8: PA Meeting, library, 6:30PM</td>
</tr>
<tr>
<td>Lake Villa Location, Room A</td>
<td>12/11: PA meeting, library, 6:30PM</td>
<td>4/10: Good Friday, no school</td>
</tr>
<tr>
<td>8/20: 1st day of school</td>
<td>12/12: Falcon Nigh Out: Panda Express RLB 4-8</td>
<td>4/13: Easter Monday, no school</td>
</tr>
<tr>
<td>8/24: Golf Outing at Bonnie Brook, 10:30 AM</td>
<td>12/18: Staff Holiday Lunch</td>
<td>8/26: PreK/K Bruch 8:20-9:20, morning EDP room</td>
</tr>
<tr>
<td>8/26: Start gathering Box Tops</td>
<td>12/23-1/3: Christmas Break, no school</td>
<td>12/13: Giving Tree Donations Due</td>
</tr>
<tr>
<td>8/26: Send in your recipes for the cookbook</td>
<td>8/28: PreK/K Bruch 8:20-9:20, morning EDP room</td>
<td>12/14: PreK/K Bruch 8:20-9:20, morning EDP room</td>
</tr>
<tr>
<td>8/28: Parent Night 6:30-8:30PM at school</td>
<td></td>
<td>12/15: Parent Night 6:30-8:30PM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>September</th>
<th>January</th>
<th>May</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/2: Labor Day, no school</td>
<td>Falcon Night Out - Roost 59 (TBD)</td>
<td>5/1: Schwann's Fundraiser Kickoff</td>
</tr>
<tr>
<td>9/4: Room Parent Meeting, 6:30, Library</td>
<td>1/8: Yankee Candle ordering closes!!</td>
<td>5/2: PreK/K playdate for summer event</td>
</tr>
<tr>
<td>9/4: Recipes for cookbook due</td>
<td>1/14: Gather Box Tops! Scan those receipts!</td>
<td>Bella's Bouncies VOLO LOCATION</td>
</tr>
<tr>
<td>9/10: Falcon Night Out - Dog n Suds, Ingleside 4-8</td>
<td>1/15: PA meeting, library, 6:30PM</td>
<td>5/4-5/7: Book Fair</td>
</tr>
<tr>
<td>9/11: PA Meeting, 6:30PM, Library</td>
<td>1/18: Wolves Game Outing!</td>
<td>5/4-5/8: Teacher Appreciation Week</td>
</tr>
<tr>
<td>9/19: New family pizza party, 6-8PM, Gym</td>
<td>1/20: No school, Martin Luther King Jr Day</td>
<td>5/13: PA Meeting, 6:30, Library</td>
</tr>
<tr>
<td>9/20: No school, teacher institute</td>
<td>1/21: Fun Pasta sale begins</td>
<td>5/15: Box Top Reminder: turn in/scan!</td>
</tr>
<tr>
<td>9/27: Yankee Candle fundraiser opens</td>
<td>1/26: Catholic Schools Week Open House</td>
<td>5/29: 8th grade dinner dance, Coleman Hall</td>
</tr>
<tr>
<td>October</td>
<td>February</td>
<td>June</td>
</tr>
<tr>
<td>10/4: Classroom Gala baskets are due</td>
<td>2/6: Fun Pasta Catalog Sales Due</td>
<td>6/2: Uniform Resale</td>
</tr>
<tr>
<td>10/11: Box Tops Due!</td>
<td>2/7: No school, teacher institute</td>
<td>6/4: School Picnic</td>
</tr>
<tr>
<td>10/11: Due date for Yankee Candle catalog orders, online remains open until Jan</td>
<td>2/10: March Madness fundraiser opens</td>
<td>11/1: Teacher Institute, no school</td>
</tr>
<tr>
<td>10/14: No School, Columbus Day</td>
<td>2/12: PA Meeting, Library, 6:30PM</td>
<td>11/4: Falcon Night Out- Antioch Pizza</td>
</tr>
<tr>
<td>10/19: Our Lady of the Lakes Gala</td>
<td>2/14: Box Tops Due!</td>
<td>11/9-11/10: Bake sale @St. Peter, grades 2, 4, 6, PK</td>
</tr>
<tr>
<td>10/26: Halloween Hustle</td>
<td>2/15-2/16: Bake Sale, St Bede, grades 1, 5, 7</td>
<td>11/10: Father Daughter Bowling, 12:30-2 @Raymond's</td>
</tr>
<tr>
<td>November</td>
<td>February</td>
<td>March</td>
</tr>
<tr>
<td>11/1: Teacher Institute, no school</td>
<td>2/17: President's Day, no school</td>
<td>Falcon Night Out - Panera (TBD)</td>
</tr>
<tr>
<td>11/9-11/10: Bake sale @St. Peter, grades 2, 4, 6, PK</td>
<td>2/21: Trivia Night/Kids' Night Out</td>
<td>3/6: Set up for Daddy Daughter Dance</td>
</tr>
<tr>
<td>11/10: Father Daughter Bowling, 12:30-2 @Raymond's</td>
<td>2/28: March Madness tickets are DUE!</td>
<td>3/7: Daddy Daughter Dance</td>
</tr>
<tr>
<td>11/13: PA Meeting, Library, 6:30PM</td>
<td>3/8: Mother/Son Bowling, 12:30-2 @Raymond's</td>
<td>3/11: PA meeting, library, 6:30PM</td>
</tr>
<tr>
<td>11/15: Book Fair begins</td>
<td>3/12: Parent Teacher Conferences</td>
<td>3/16: Pi Day Fundraiser closes - all forms are due!</td>
</tr>
<tr>
<td>11/18-20: Book Fair</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**SERVICE HOURS**

**WHAT DO WE NEED TO KNOW?**

**PROCEDURE –**

1) Electronic event signups will be generated by the Volunteer Coordinator for the Parent Association on SignUp.com

2) Links to these event signups will be available to the school community on
   a. SignUp.com
   b. The St. Bede School Website – Parent Association Pages
   c. In Parent Association newsletters
   d. On the Saint Bede School Facebook page where applicable
   e. In communication via Room Parents

3) Volunteers will sign up electronically on SignUp.com and then verify their attendance with a written sign in sheet at their event
   a. Please note, SignUp.com volunteer slots will close 3 days prior to the event.
      i. This is to ensure that we have enough volunteers to successfully run and event in enough time.
   b. Service hours on SignUp.com will be delineated as described on the SignUp.com description

4) Event Coordinators will send written sign in sheets to the Volunteer Coordinator, and in turn the Volunteer Coordinator will verify volunteer attendance

5) Volunteer Coordinator will run reports for the School Board on the following dates:
   a. December 1
   b. March 1
   c. May 1
   d. Last day of school

6) The school board will be responsible for tallying hours and alerting school families to the accumulation of their service hours

7) The school board will be responsible for communicating with the business office to return each family’s $300 service hour fee on completion of the families required 20 service hours.

**Volunteer Hours will be counted “per volunteer” – for example, if 2 family members volunteer for the same event, they will each accumulate hours toward their total service hour requirement**

**Extended family can help each family accumulate their required service hour requirement – when signing up a family member, please note in parenthesis the school family last name – example on the electronic sign up: Mable Johnson (Smith Family). Please note: Highschool students who require volunteer service hours cannot accumulate volunteer service hours for their family until they have satisfied the requirements of their High School.**

**PA POLICY ON SERVICE HOURS –**
The parent association will do everything in our ability to help families get the service hours they need. If an event needs 5 people, but 7 want to sign up, we will accommodate those who want to attend the event with PRIOR notification. However, we can not have significantly more volunteers than needed at any given event. Volunteers who show up to an event that are not signed up through the official signup will not be able to volunteer for service hours unless there was a gap in volunteer coverage.
While we want to be fair in how volunteer hours are approached we realize that some tasks may end up requiring more time than is currently credited. We will partner with the School Board to monitor this and adjust if deemed necessary.
AUTOMATIC FULFILLMENT OF HOURS -
The following school positions will receive automatic fulfillment of service hours

- School Board Members
- Parent Association Board Members
- Athletic Board Members
- Drama Club Directors
- Golf Outing Chair
- Halloween Hustle Chair
- Daddy Daughter Dance Chair
- Yearbook Publisher

The corresponding Board President/Athletic Director/Principal will provide written documentation to the School Board President indicating the names and positions of the individuals qualifying for automatic fulfillment and will thus bypass the “SignUp.com” procedure.

ROOM PARENT SERVICE HOURS
Room Parents will be assigned service hours by the Volunteer Coordinator or Parent Association President by grade level. The expectations of a room parent include participation in PA meetings on a monthly basis, planning school parties, coordinating a classroom fund, and communicating with their grade level families. The service hours given to them is inclusive of these duties.

- Room parents Pre-K through 4th grade will receive 10 service hours
- Room parents 5th through 8th grade will receive 5 service hours

Room parents will be able to authorize service hours for grade level needs as they arise with PRIOR approval from the classroom teacher and Parent Association Board as they align with Volunteer Hour Rules (excludes snacks and party supplies)

PARENT AMBASSADOR SERVICE HOURS
Parent Ambassadors are essential in welcoming and orienting new families to St. Bede School. Their duties include giving school tours, following up with perspective families, checking in with new families, and coming to new family events. The service hours given to them is inclusive of all the duties they perform. Parent ambassadors will be assigned service hours by the Volunteer Coordinator or Parent Association President on SignUp.com.
- Parent Ambassadors will receive 8 service hours
“PLANNING” SERVICE HOURS

Many hours are required to plan and execute the various events. There are also many events that require coordinating information, and as such there is no “physical” event to attend. Event chairs will receive planning hours assigned to them by the Volunteer Coordinator or Parent Association President on SignUp.com. Event chairs will receive the following hours:

- Game Night Chair: 10 hours
- Bake Sale Chair: 3 hours for each bake sale
- Book Fair Chair: 5 hours for each book sale
- Holiday Shoppe Chair: 4 hours
- Yankee Candle Chair: 8 hours
- Bowling Chair: 10 hours
- Pi Day Chair: 8 hours
- School Picnic Chair: 10 hours
- Charity Mania Chair: 8 hours
- Snow Tubing Chair: 8 hours
- Wolves Game Chair: 8 hours
- Market Day Chair: 8 hours
- Cookbook Chair: 15 hours
- Trivia Night/Kids’ Night Out Chair: 15 hours
- Fun Fair Chair: 12 Hours
- Box Tops Chair: 6 hours
- 8th Grade Festivities Chair: 7 hours
- Teacher Appreciation Week Chair: 15 hours
- Giving Tree Chair: 15 hours
- Uniform Resale Chair: 10 hours
- Bulletin Board Chair: 5 hours
- Schwann’s Fundraiser: 8 hours
- Holiday Luncheon for Staff Chair: 6 hours
- Conference Lunch and Flower Chair: 5 hours
- Fun Pasta Chair: 8 hours
- Parish Gala Liaison: 15 hours

Those who plan physical events, must also sign up in SignUp.com to accrue the hours they spent at the event.

NON “EVENT” SERVICE HOURS

We recognize that the school may need families to participate in various activities that are not part of a school event. In these situations, volunteers will be given the decreed volunteer hours per activity as deemed by the organizer. The Volunteer Coordinator or Parent Association President will assign these hours in SignUp.com to the participant once their participation has been confirmed and the participants name and email have been submitted to us.

- Box Top clipplers and counters will receive 30 minutes each time they are asked to perform this task
- Shoppers for items needed for the school or school events will receive 30 minutes for their efforts when specifically asked to shop by the PA.
- Cooking for a PA event will earn the participant 30 minutes (Not a bake sale)

**Other hours in this area will be added as the need arises

BAKE SALE

The School Service Hour Plan is not intended to change past precedent. As such, Bake Sales will not be given service hours for baking or “buying out”. The only service hours allotted to Bake Sales are the volunteer times before and after mass as was past practice. Your participation in Bake Sale is very important to the funding of the end of year school picnic and the 8th grade festivities.

DONATIONS

Some families may find it easier to donate toward events, rather than volunteer. Out of pocket donations toward school or PA sponsored events will be given 1 service hour for each $15 of items donated. Please turn in receipts with the event the items are for to the Volunteer Coordinator claim service hours.
PARISH SERVICE HOURS
School families can acquire half of their service hours from participation at the Parish Gala and Parish Rummage Sale. SignUps will be generated with the input from the leads of these events. Again, school family service hours will be capped at 10 hours total (not 10 hours per event) for participation in these events.

NONQUALIFYING HOURS
As a community your participation in events is very important. Please understand that your participation in the following capacities will NOT count toward accumulation of service hours:

• Required service hours for Athletics
  o These are a separate requirement that must be met for families with athletes. Please see the Athletic board if you have questions on your Athletic service hours
• Required Service hours for Drama Club
  o These are a separate requirement that must be met for families with children in the Drama Clubs. Please see the Drama Club Directors if you have questions on Drama service hours
• School needs where other incentive, such as out of uniform pass, is given
• Field Trips
• Alter Serving/Eucharistic Ministers
• Donations to the rummage sale
• Purchases from fundraisers
• Purchases for which you will be reimbursed
• Board meeting (school, PA, Athletics) – these are all open forum
• Community donations such as “Giving Tree” or St. Vincent de Paul
• Parish donations
• Non-Volunteer hours at social events
• Classroom funds and party supplies
• Baked goods for bake sales and “buy out” option for bake sale
• High School students who are accumulating volunteer hours for their own High School programming—
  o High School students may help their family accumulate service hours if they are not also getting service hours for their school