



**ST. JOSEPH**  
CATHOLIC SCHOOL

# **Home and School Association**

SERVICE HOUR HANDBOOK

2025-2026



## Contents

President's Letter	4
Family Required Service Hour Guidelines	5
HSA General Meetings	6
FACTS Family Recording Instructions	7
Service Hour Opportunities	8
Advisory Council	8
Home and School Association (HSA) Executive Board	8
2025-2026 Representatives HSA Executive Board - Duties of the Officers	9
Home and School Association (HSA) Standing Committees	11
HSA Workroom Staff	11
Homeroom Representative Coordinator & Homeroom Representatives	11
Lunchroom Monitors	11
Class Picture Days	12
Rosary Garden	12
Library Aides	12
Yearbook	13
Teacher Luncheon Committee	13
Hospitality Committee	13
Meet Artist	13
A Knight to Remember	14
Knights on the Run (Boosterthon) Fun Run Fundraiser	14
SJCS Golf Tournament	15
Secret Angel Committee	15
Sunshine Committee	15
Spirit Wear	15
Family Fun Knights!	16
Family Movie Knight	16

My Competitive Knight 16

My Special Knight 17

Knights Under the Stars 17

Spiritual Life Committee 17

SJCS Men's Club 18

2024-2025 HSA Year at a Glance 19

## President's Letter

August 28, 2024

Dear Parents,

On behalf of the 2025-2026 Home and School Association, I would like to welcome each of you to the new school year at St. Joseph Catholic School (SJCS). We are so excited you are here!

Each family enrolled at our school is a member of the Home and School Association (HSA); however, beyond membership, our HSA strives for 100% of our parents to be active participants. We have so many wonderful activities happening this year, and we rely on our HSA volunteers to make those events happen!

In this handbook, you will find our HSA Committees, event descriptions, and projected event dates for the school year. Please read over the handbook with a prayerful and open heart to see where your time and talent can serve our SJCS community. You can sign up utilizing the Google form that can be accessed by the QR code below or by clicking the link below the code. If you are not sure where your talents will be best suited, that is OK. Please scan the QR code for the sign-up and simply provide your contact information and we will connect! Please keep in mind that each in-school or event volunteer must complete the Diocesan Safe Environment training prior to in-person service.

Below you will also find many useful QR Codes to reference throughout the year.

One of the most fun in-school events are our classroom parties! Our amazing room parents work hard to make this a fun experience for our kids. You will be asked to donate \$40, \$10 per party, this year to cover classroom parties. We have many room parents over the years who have utilized their own money to make these parties memorable, and we ask that you please contribute at the beginning of the year to cover your child. Please contact your homeroom teacher or room parent if you need to make alternative arrangements.

Lastly, I invite you to attend our HSA meetings. Meetings are held once a month on Wednesday at 6:00 pm and it is a great opportunity to get involved with your SJCS Community! Please see the calendar at the end of the handbook for the meeting dates and other important HSA dates. I look forward to meeting all of you and I am excited about our 2024-2025 school year!

Blessings,

Bethany Tinderholt  
HSA President

Volunteer Sign-Up

Uniform Exchange Facebook Page



[Click Here to sign-up](#)



[Click here](#)

Spirit Wear

## **Service Hour Opportunities**

Please scan to view and sign up for volunteer opportunities or click the link below.



[Click here!](#)

# Family Required Service Hour Guidelines

## St. Joseph Catholic School 2025-2026

### The Reasons

The benefits of total family involvement in our community are substantial. Parents (and grandparents, etc.) working on behalf of the school help to strengthen and increase our spiritual and scholastic environment. National studies also indicate that students perform at higher levels when parents are actively involved in their children's school. Additionally, service hours contributed at SJCS help to provide an economic bridge between tasks necessary to operate our school and the ever-increasing demands on our budget. In order to meet certain needs of the school, without increasing the already existing yearly burden to adjust tuition, the following policy is deemed to be in the best interest of St. Joseph Catholic School and our families.

1. Each family is required to perform 40 service hours or pay a "shortfall" payment as outlined below. If a family chooses to perform the 40 service hours, they are considered volunteers and are required to adhere to the diocesan policy on volunteers (see below). This requirement applies to each school year.
2. Families who do not satisfy the required number of service hours shall be charged a "shortfall" payment. For purposes of determining the amount of the shortfall payment, the following values shall be used: the first 20 hours of service shall carry a value of \$10.00 per hour and the remaining 20 hours shall carry a value of \$5.00 per hour. For example, if a family provides 35 service hours, falling 5 hours short of the 40-hour requirement, the family shall owe to the School the amount of \$25.00 (5 hours at \$5.00 per hour). If a family provides 5 service hours, falling 35 hours short of the required amount, the family shall owe the School the amount of \$250.00 (15 hours at \$10/hr. + 20 hours at \$5/hr.).
3. Payment for the "shortfall" of family service hours shall be made within ten business days after receiving an invoice from the School. If payment is not made in a timely manner, the Principal is empowered to utilize whatever reasonable and necessary means he or she deems appropriate to enforce compliance with this policy. This includes, but is not limited to, the following:
  - (a) A student whose family has not complied with this policy (either by hours or timely payment for "short fall" of hours) will not be accepted for enrollment in the School for the next following school year, without written permission from the Principal;
  - (b) A family who does not comply with this policy will automatically give up its reserved place for its child/children for subsequent school years, unless they have received a written exception from the Principal.
4. Each family is responsible for documenting or otherwise recording their service hours on FACTS SIS (RenWeb). Service on committees, including chairing a committee, or liaison services to other committees, shall be included as family hours. This would include service on the Advisory Council, Home and School Executive Board, and the committees formed by or with the approval of the Advisory Council or the Principal.

Parents/Guardians who choose to perform service hours are considered volunteers. As such, they are required by diocesan policy to abide by the following:

- (a) All volunteers are required to make a VIRTUS Profile, to complete the Volunteer Ministry Application, to authorize a criminal background check, to sign the Diocesan Code of Conduct, and to complete Safe Environment Training. A live training, “Safe Environment Awareness Session,” is required for all volunteers. Safe Environment Certification for Employees and Adult Volunteers is REQUIRED PRIOR TO SERVING in Ministry AND MUST BE RENEWED EVERY TWO YEARS. Contact the office if you need further information.
5. To be excused from this policy, in whole or in part, there must be a written approval signed by the Principal. No family shall rely upon any verbal authorization to provide less than the 40 service hours or to fail to make payments for the service hours, as provided for by this policy.

### **What Qualifies as Service at St. Joseph Catholic School?**

Almost all efforts, directed toward assisting our school, are acknowledged. Service Hours may be counted for (but are not limited to) helping in the following areas: classroom, office, workroom, library, lunchroom, fundraisers, hospitality, Spiritual Life, Lifeline, Advisory Council, H.S.A., School Development, and coaching SJCS school teams. Additionally, **one Service Hour may be earned for every \$10.00 spent** toward a school donation or purchase (hospitality, class parties, event supplies, etc.). **Please Note: Donations may qualify for service hours OR a tax-deductible donation.** You cannot receive service hours for donations that produce a tax-deductible donation letter from the school. Furthermore, Service Hours will not be given for events that are not school sanctioned (i.e. Scouts).

### **Home and School Association (HSA) General Meetings**

General meetings are held Wednesday at 6:00pm during the school year. There will be no meetings during the months of November, December, and April. The day following the meeting, the students will be allowed to be out of uniform and in their spirit dress. This consists of a SJCS spirit shirt, jeans, and tennis shoe of their choice. Please reference pg 27 in the Parent Handbook for more details. Occasionally we will have the opportunity for Special Dress days. Special Dress days are fun, and we must stay within the guidelines so they can continue. Please reference pg 27 in the Parent Handbook for specific details. [Click here for Parent Handbook.](#)

### **Recording Service Hours**

Families are responsible for keeping a record of their Service Hours and documenting them into FACTS SIS (RenWeb), which can be found at <https://factsmgmt.com>

- There are no “automatic 40 hours” given – all hours must be recorded
- Please “round” your time, up or down, to the nearest 1/4 hour
- If you reach 40 hours before the end of the year – *don’t stop recording!*  
(It is very important for us to know how many hours are logged for the various fundraising events/committees.)
- All service hours must be recorded by **April 30<sup>th</sup>** of each school year.

## FACTS SIS (RenWeb) Recording Instructions

### EXAMPLE OF HOW TO RECORD HOURS:

- 1 Log in as a Parent to <https://factsmgt.com/>
- 2 Select “Family” on the left side menu
- 3 Next to “Family Member”, click on the name you wish to enter hours for.
- To the right of the “Service Hours” box, click on “Add +”
- 5 Enter information
- 6 Click “Save”
- 7 Next page will let you know if your service hours were saved successfully.
- 8 Example:

The screenshot displays the FACTS SIS (RenWeb) interface for St. Joseph Catholic School. At the top, there is a red header with the school name. Below this, the 'Family Members' section is visible, showing a list of family members with a search bar. The 'Service Hours' column for a selected family member is highlighted, and an 'Add +' button is circled in red. An arrow points to this button. Below the 'Add +' button, the 'Service Hours - Add' form is shown. The form includes fields for 'Name: Family Member Name', 'Date' (with a date picker set to 6/4/2019 and an arrow pointing to it labeled 'Date of event'), 'Hours', 'Description', 'Note', and 'Verified By'. A 'Save' button is circled in red. Below the form, a message states 'Service Hours submitted successfully.' and provides links for 'Add More Service hours' and '< Back to Family Home'.

If you are unable to record your Service Hours online, you may use an available computer at the school, call the school office during school hours, or email our VP of Volunteers, for assistance.

## Advisory Council

This body helps to formulate policy and strategically plan for our school. Positions open in the spring of each year and are obtained by-election. Meetings are held on the first Thursday evening of each month and are open to the school community.

**Advisory Council President: Rocky Cantu, [rocky.cantu22@gmail.com](mailto:rocky.cantu22@gmail.com)**

## Home and School Association (HSA) Executive Board

This body helps to raise both morale and financial support for students, staff, faculty, and families through the use of programs and activities. Positions open in the spring of each year and are obtained by-election. Executive Board meetings are held once each month and are open to the public.

**HSA President: Bethany Tinderholt, [bethanyAtinderholt@live.com](mailto:bethanyAtinderholt@live.com)**

SJSC HSA Executive Board		
<b>President</b>	Bethany Tinderholt	<a href="mailto:bethanyAtinderholt@live.com">bethanyAtinderholt@live.com</a>
<b>VP of Programs</b>	Bibiana Vergine	<a href="mailto:bibianaverGINE@gmail.com">bibianaverGINE@gmail.com</a>
<b>VP of Volunteers</b>	Liz Gleason	<a href="mailto:Liz.gleason91@gmail.com">Liz.gleason91@gmail.com</a>
<b>VP of Fundraising</b>		
<b>VP of Promotions</b>	Kelsi Garcia	<a href="mailto:kelsi.garcia@hotmail.com">kelsi.garcia@hotmail.com</a>
<b>VP of Events</b>	Sasha Gbedemah	<a href="mailto:sashaGbedemah@gmail.com">sashaGbedemah@gmail.com</a>
<b>Secretary</b>	Lauren Kerschen	<a href="mailto:lauren@laurenkerschen.com">lauren@laurenkerschen.com</a>
<b>Historian</b>	Michelle Kerschen	<a href="mailto:kerschenm@gmail.com">kerschenm@gmail.com</a>

SJCS School Representatives		
<b>Treasurer</b>	Alicia Amo- Business Manager	<a href="mailto:aamo@stjosephTX.org">aamo@stjosephTX.org</a>
<b>Faculty Representative</b>	Linda Kuntz Vice Principal	<a href="mailto:lkuntz@stjosephTX.org">lkuntz@stjosephTX.org</a>
<b>Development Representative</b>	Monica Kertz Director of Development	<a href="mailto:mkertz@stjosephTX.org">mkertz@stjosephTX.org</a>

## ***HSA Executive Board - Duties of the Officers***

### ***President***

Shall preside at all meetings of the Home & School and the Executive Board; attend the School's Advisory Council meetings (the president Elect may attend in place of the President); call special meetings whenever necessary; appoint committees; prepare meeting agendas; be a member ex-officio of all committees; prepare the President Elect to serve as President (in years where a President Elect is present); prepare a yearly budget for approval at the general meeting in the first month of school each year. In his/her absence, the duties and title and term of the President will fall to the President Elect. In a year without a President Elect, the duties and title will fall to the 1<sup>st</sup> Vice President.

### ***First Vice President – VP of Programs***

Working with the President, shall plan, arrange and help promote all Home and School programs for General Meetings, by securing a speaker or preparing other school programs. These programs include, but are not limited to, Service Hour Appreciation Night, Teacher & Staff Appreciation Day/Night (which includes the presentation of Annual Service Hour Volunteer Award). Program VP shall arrange for the opening devotional of the general Home & School Association meetings as well as the Executive Board Meetings. Shall oversee and coordinate a mandatory, yearly retreat/orientation for all Executive Board and Committee Chairs.

### ***Second Vice President – Volunteers***

Shall recruit volunteers as needed for Home & School Association committees, school projects, and to fill requests by School faculty and staff. Working with the President and VP of Programs, shall present a Fall Service Hour Sign-Up for all parents and provide a list of Service Hour volunteers to each Chairperson/Coordinator. Volunteer VP shall promote acquiring and recording of service hours. Shall also help coordinate the activities related to Volunteer Appreciation Night.

### ***Third Vice President – Fundraising***

Shall serve as Chair of the Fundraising Committee for the school year. Working with the President shall provide all Fundraising Chairpersons with expenditure budgets and guidelines. Shall oversee Home & School fundraising events and collect written reports of fundraising committee work and progress to be shared with the Executive Board. Working with the President, VP shall help to select Chairpersons and Coordinators as needed. Fundraising VP shall collect written records/files of each Fundraising Committee's activities to be passed on to their successors.

### ***Fourth Vice President – Events***

Shall plant and arrange Home and School events promoting fellowship such as Family Fun Knights. Shall serve as Chair of Family Fun Knights for the school year. Shall select, with President and Volunteer VP, Coordinators for such events. Shall provide, in collaboration with the President and Treasurer, Event Chairpersons with

expenditure budgets and guidelines. Shall oversee each HSA Fellowship Event. Shall plan appreciation events such as Service Hour Appreciation Knight, and Staff Appreciation Day/Night which includes the presentation of the Annual Service Hour Volunteer Award;. Shall provide updates on Fellowship/Appreciation events to the Executive Board Meeting. Shall collect records of each event's activities (how-to-playbook) to be passed on to Event Chairs. Additionally, will assist in the coordination of spirit knights.

#### *Fifth Vice President – Promotions*

Shall assist Fundraising Committee Chairpersons in publicizing their event(s). Shall keep the school and parish communities informed of upcoming fundraising events and special activities. With approval/authorization from the Principal or Principal designee, provide publicity of the School fundraising events with submission to area publications and media outlets, in the form of pictures, press releases, and church bulletin notices. Publicity efforts outside of fundraising and special activities shall be coordinated with The Office of School Development. This position will assist with coordinating HSA General meeting Attendance records.

#### *Secretary*

Shall coordinate the monthly update of information and appearance of the H.S.A. bulletin board in the school main hallway. Shall keep attendance records for all meetings. Shall prepare and keep available minutes of all Executive Board, Special and General HSA Meetings. Shall provide copies of the minutes to all Officers of the Home & School Association, maintain file copies of the minutes in the school office, post approved minutes on H.S.A. bulletin board and keep separate records of all amendments to the Home & School Constitution and By-Laws.

#### *Treasurer*

Shall be responsible for the monthly report on the financial status of the Home & School budget and assist with annual budget preparation.

#### *Historian*

Shall be responsible for collection and documenting the activities and publicity of the school during the year. Additionally, shall seek to document and collect historical facts, pictures, stories, etc. for those years in our school history when an appointed Historian was not available. The Historian is responsible, in collaboration with the staff and students, for overseeing the planning, implementing and general organization and activities of the yearbook staff.

## **Home and School Association (HSA) Standing Committees**

Duties of the Committees and Committee Coordinators/Chairperson

### ***HSA Workroom Staff***

Description: HSA Workroom Staff helps to prepare requested classroom materials for teachers and staff plus assist in the preparation of the "Thursday Folder" - to be sent via email.

Availability: Daytime Volunteers (flexible days/hours) are needed. This is a great ministry for parents with flexible schedules and retired grandparents, too!

2024-2025 Workroom Coordinator: Michelle Kerschen

### ***Homeroom Representative Coordinator & Homeroom Representatives***

Description: Our HSA Homeroom Representatives coordinate and oversee class parties, submission of yearbook pictures, class baskets for AK2R, and provide overall teacher support throughout the school year. The Homeroom Coordinator will provide the Homeroom Reps with guidelines and support for their role. Pre-established guidelines on party dates, spending, and timelines are available to guide the Chairperson.

Availability: The Homeroom Representatives generally need to be available during and immediately before party times on the designated School Party Days (All Saints, Christmas, and End of Year); however, this role is highly do-able for a working parent! Much of the coordination can be completed on your schedule prior to party day. The Chairperson of Homeroom Coordinators, or a delegate, will need to be on-site most of the day on party days; however is also highly do-able for a working parent with a flexible work schedule!

2024-2025 Home Room Rep Coordinator: Jennifer Fitzpatrick

### ***Lunchroom Monitors***

Description: Parents and grandparents help make our lunchroom a safe and comfortable experience for our children. The Lunchroom Monitor Chairperson coordinates sign-ups and coverage for the roles. The Lunchroom Monitors help young children open food/ beverage containers, supervise safe lunchroom interactions, supervise student cleaning of tables and chairs, help to empty trash containers, and help supervise cleaning of the lunchroom at the end of the scheduled period. You must be safe Environment trained.

Availability: Daytime availability is needed for Monitors and Coordinator. The daily lunch/recess period takes place from 10:45 am -12:20 pm daily, except Wednesdays 11am-12:35pm

2024-2025 Lunch Coordinator: Mrs. Kuntz

## ***Class Picture Days***

Description: Assist in coordinating, setting-up and running our “Class & Student Picture Days” at SJCS.

Availability Needs: Daytime availability is needed on picture days.

2024-2025 Event Dates: Fall: September 9<sup>th</sup> & 10<sup>th</sup>  
Spring: TBD

2024-2025 Class Picture Coordinator: Mrs. Powell

## ***Rosary Garden***

Description: The Rosary Gardeners provide care and attention to the SJCS “Living Rosary” Garden. Weeding, planting, watering, etc. Our 2024-2025 vision to revive this committee includes SJCS families signing up for a month/week on a schedule maintained by the Rosary Garden Coordinator.

Availability Needs: Weekend Work is available, very flexible! Bring the whole family.

2024-2025 Rosary Garden Coordinator: Open

## ***Library Aides***

Description: Assist our Librarian and students with the following tasks and programs which foster learning in the SJCS media center. Opportunities within this committee include:

**Book Fair** - Assist Mrs. Lopez in the set-up, teardown, and sales efforts of our two book fairs. The Book Fair will be held December 6<sup>th</sup>-13<sup>th</sup>. Daytime and evening volunteer opportunities are available.

**PSIA** - Serve as academic coaches or as graders/judges/contest directors on tournament days.

**Spelling Bee** - Register participants the morning of the Bee and facilitate participant movement from the gym bleachers onto the stage.

**Mystery Readers** - Serve as mystery readers for PreK-3rd grade classes. Our students will enjoy the diversity of personalities and book themes that visiting readers share in the library setting. Mystery readers may serve on one or more occasion(s) throughout the school year.

Availability Needs: Daytime availability is needed; however many of the needs occur on only a few set dates per school year

2024-2025 Library Aide Coordinator: Mrs. Lopez

## ***Yearbook***

Description: Help design and layout our memories in the SJCS Yearbook. Volunteers solicit photos and organize photos for publication. Committee is also responsible for promoting the sale of yearbooks. The HSA Yearbook Coordinator will work with an SJCS Staff Member (Mrs. Lopez) to receive training on the yearbook. No experience needed! The Historian acts as the Yearbook Coordinator; additional volunteer contribute are welcome to contribute!

Availability: Most of the work on this committee takes place in the spring. Evening and weekend hours available.

2024-2025 Historian: Michelle Kerschen/Mrs. Lopez

## ***Teacher Luncheon Committee***

Description: Set-up, decorate, and clean-up the faculty lounge for monthly teacher/staff luncheons. Held on one Wednesday per month. Food will be provided by a different grade each month. Coordinator will coordinate grade level collections. Volunteers will set up and clean up.

Availability: Daytime availability needed on the specified Wednesday each month

2024-2025 Event Dates: Wednesdays, see HSA Dates at end of Handbook

Teacher Luncheon Coordinator: Juana Villegas and Karina Esparza

## ***Hospitality Committee***

Description: Assist with various hospitality events throughout the year including but not limited to: Back To School Picnic, New Parent Breakfast, Knights in Training, Grandparent's Day, A Knight To Remember, etc. Responsibilities include set-up and clean-up of food, beverages, and decor at events. The hospitality committee volunteers will work under the direction of the Director of Development to assist at SJCS Community and promotional events.

2024-2025 Event Dates: TBD

Availability: Daytime availability is needed on event dates

2024-2025 Hospitality Coordinators: Mrs. Kertz

## ***Meet the Artist Committee***

Description: This SJCS tradition takes place in January. Under the guidance of development and Art teacher Mrs. Julie Stahl volunteers are needed to create and assemble the program book, frame and hang selected artwork in the school's gallery, set up and clean up refreshments during the Meet The Artist Reception.

2024-2025 Event Date: January 15

Availability: Evening or daytime availability

2024-2025 Meet the Artsit Coordinator: Mrs. Stahl

### ***A Knight to Remember Fundraiser***

Description: The AK2R fundraiser is the premier fundraising event for SJCS and requires many volunteer members and sub-committee leaders to pull off the show!

Specific sub-committees within AK2R include: Auction Committee, Invitation Committee, Raffle Committee, Class Art Committee, Classroom Basket Committee, Event Logistics Committee, Registration/Check In/Check Out Committee.

2024-2025 Event Date: May 2<sup>nd</sup>

Availability: After-hours and at-home hours are available for volunteers. The AK2R Leader Role is a substantial time commitment and may be co-held by a pair of friends or a couple.

2024-2025 AK2R Chairpersons: Kelsi Garcia

### ***Knights on the Run (Boosterthon) Fundraiser***

Description: During the Knights on the Run event, our students obtain pledges and the lower school participate in a Glow Run and the upper school participates in a Color Run to earn money for our school. SJCS HSA has partnered again with Boosterthon for the collection of online pledges and distribution of level prizes. The Run is scheduled for Tuesday, October 22<sup>nd</sup> with Pep Rallies and Team Days the preceding week October 14<sup>th</sup>-21<sup>st</sup>.

Availability-Chairperson: This role will require daytime availability during the period of October 14<sup>th</sup>-21<sup>st</sup> with pre-work occurring both onsite and off-site. This chair role could be a partnership between a pair of friends or a couple to meet availability needs.

Availability-Volunteers: Daytime availability is needed. Most Knights on the Run Volunteers are needed to help on the day of the event for set-up, lap counting, and clean-up October 22<sup>nd</sup>.

2024-2025 Event Dates: October 14<sup>th</sup>-21<sup>st</sup>  
Event Day: October 22<sup>nd</sup>

2024-2025 Knights on the Run (Boosterthon) Coordinator: Bethany Tinderholt

## ***SJCS Golf Tournament***

Description: The SJCS HSA Golf Tournament is an opportunity to raise funds while having fun on the golf course. Volunteers are needed for solicitation of sponsors, event organization, prize coordination, food, and awards. The Chairperson will secure the golf course and lead the tournament volunteers.

Availability-Volunteers: Flexible work hours for solicitation of sponsors, golfers, and prizes. Day of event volunteers needed as well!

2024-2025 Event Dates: November 8th

Committee Coordinator: Matt Kertz

## ***Spirit Wear***

Description: Inventory, sell and take orders for SJCS logo T-shirts, Sweatshirts, PE Uniforms and assorted merchandise. Volunteers will be needed to pick up orders from the local company, sort, and deliver to classrooms. They will also assist in new product selection.

Availability: Flexible day and evening

2024-2025 Spirit Wear Coordinator: HSA

## ***Secret Angel***

Description: The Secret Angel Committee is sponsored by parents and is a heartwarming initiative designed to show appreciation and support for teachers and administrators. In this program, parents anonymously receive a teacher or administrator to be their "secret angel" for the school year. Throughout the school year, the Secret Angel provides surprises based on the theme for the month. This could be anything from a thoughtful gesture, small gift, favorite snack, or act of kindness. Each gift will be between \$5-\$20 depending on the monthly theme. The program not only uplifts the spirits of teachers and administrators but also fosters a sense of community and gratitude among parents, teachers, and students. This is a great opportunity to get service hours while supporting our SJCS teachers and administrators.

Availability: Flexible

2024-2025 Coordinator: Holly Cronin

## ***Sunshine Committee***

Description: The Sunshine Committee is a group dedicated to providing support within our school community for our school community, teachers, and administrators. The primary goal of the Sunshine Committee is to provide assistance during challenging and celebratory times. Examples include birth, death, hospitalizations, illness, and retirement.

Availability: Flexible

2024-2025 Sunshine Coordinator: Holly Cronin

### ***Family Fun Knights***

Description: Family Fun Knights is a committee encompassing family fun events! This will be an active committee to engage our SJSC families and have fun as a Christian Catholic Community. The HSA VP of Events will partner with the four event Coordinators.

**My Special Knight** - An opportunity for fathers, grandfathers, & father figures to share a special knight of dancing, DJ music, and fun with their SJCS daughters.

**My Competitive Knight** - An opportunity for mothers, grandmothers, & mother figures to share a special knight of games, jokes, and laughs with their SJCS sons.

**Family Movie Knight** - An opportunity for families to gather on the SJCS field on picnic blankets or in the school gym and watch a family friendly movie.

**Knights Under the Stars** - An opportunity for families to gather on the SJCS field for a family fun evening!

2024-2025 Family Fun Knight Coordinators: Valerie Contreras

### ***Family Movie Knights***

Description: An opportunity for all Knight families to enjoy a family (holiday) movie such as Polar Express with Hot Chocolate and in a school-wide warm winter pajama party. Volunteers for this event will include arranging movie projecting rights and set up, coordination of hot chocolate and light snacks, and other activities required to pull off a night of stargazing.

Availability: Both daytime and evening service hours are available for the Coordinator and Volunteers for this event.

2024-2025 Event Date: March 7<sup>th</sup>

### ***My Competitive Knight***

Description: An opportunity for mothers, or other important women, and sons of SCJS to have a special night together. Volunteers for this event will include planning, ticket sales, decorations, and other activities required to pull off a great night of games, jokes and laughs!

Availability: Both daytime and evening service hours are available for the Coordinator and Volunteers for this event.

2024-2025 Event Date: September 20<sup>th</sup>

### ***My Special Knight***

Description: An opportunity for fathers, or other important men, and daughters of SCJS to have a special night together. Volunteers for this event will include planning, ticket sales, decorations, and other activities required to pull off a flawless night of dancing, DJ and Fun!

Availability: Both daytime and evening hours are available

2024-2025 Event Date: February 7<sup>th</sup>

### ***Knights Under the Stars***

Description: An opportunity for all Knight families to enjoy stargazing on campus under the direction of Fort Worth Astro Association to view the night sky with their telescopes. Volunteers for this event will include arranging directly with Fort Worth Astro Association, scheduling catering/food trucks, and other activities required to pull off a night of stargazing.

Availability: Both daytime and evening service hours are available for the Coordinator and Volunteers for this event.

2024-2025 Event Date: October 25<sup>th</sup>

### ***Spiritual Life Committee***

Description: This committee helps to promote Catholic values and traditions for our students and our families through a variety of educational and spiritual programs, masses and activities. The Spiritual Life Committee includes the Lifeline Program that provides Prayers and meals for SJCS families in times of crisis or special need.

Availability: Service hours are available both at school and at home, with either daytime or evening needs. Meetings are held on the second Wednesday of each month, at 3:30pm.

2024-2025 Spiritual Life Coordinator: Mrs. Price

### ***Catholic Schools Week***

Description: Since 1974, National Catholic Schools Week is the annual celebration of Catholic education in the United States. Through these events, schools focus on the value Catholic education provides to young people and its contributions to our church, our communities, and our nation. On each day of this special week, the SJCS Volunteers will recognize a different component of our extended community (students, faculty, grandparents, families, etc.) Volunteers are needed to decorate the halls, prepare or donate food, give tours to visitors, and serve special treats to our students, faculty, staff and guests.

Availability: Both daytime and evening service hours are available for the Coordinator and Volunteers for this event.

2024-20244 Event Dates: January 26<sup>th</sup>-February 1<sup>st</sup>

2024-2025 Catholic Schools Coordinator:Mrs. Kertz

### ***SJCS Dad's Club***

Description: St. Joseph is the patron saint of the Universal Church, families, and fathers! The SJCS Dad's Club was created in 2015 to promote unity among parents and children by sponsoring functions and activities for their enjoyment. The Dad's Club encourages fathers and father figures to actively display their faith in our school community. Membership is open to all guardians of students who attend St. Joseph Catholic School. SJCS Dad's Club performs projects to enhance our children's school environment and education, which may include some physical activity such as lifting, bending and carrying items. The Dad's Club also meets weekly prior to mass to say the Rosary.

Our SJCS Dad's Club objectives include:

- An increased presence of male role models on campus, modeling faith-filled service to our sons and daughters.
- Create a network of involved and active fathers/guardians.
- Help you build a stronger bond with your children.
- Children: realize their guardian figures value their education.
- Fathers/ Guardians: develop a closer relationship with their children.
- School: experience greater parental involvement and assistance in the classroom

Availability: Both daytime and evening service hours are available for the Coordinator and Volunteers for this event. The coordinator will arrange volunteers upon request.

