



ST. FRANCIS HIGH SCHOOL

FAMILY SERVICE

BULLETIN



Family Service Program

December 2011

MiniPOSH

March 3, 2012

Volunteers Needed

Please contact the volunteer coordinator Maria Tinoco at mtinoco@sbcglobal.net or (626) 584-0661 if you are interested in volunteering. Contact early to get your first choice! Please be specific on what shifts you can work. All ending times are approximate.

Urgent Needs

Phone tree Sunday, Dec 4

4:00-8:00 PM MiniPOSH Room

Drive-through volunteers Monday, Dec 12

7:00-8:30 AM and 1:15-3:00 PM

Additional Needs

Set up and decorate on Friday, March 2 beginning in the late afternoon until about 9:00 PM. Men needed for heavy lifting

Set up and decorate the day of the event, March 3. 8:00 AM to 11:30 AM. Men needed for heavy lifting

Security: One shift, 5:30 PM to 12 midnight

Hosts and hostess to sell drink tickets, gaming chips, and raffle tickets. Evening shifts 5:30-7:30, 7:30-9:00, and 9:00-11:00

Cashier runners needed from 9:00 PM to closing

Crew to bus tables. Evening shifts 7:30 PM - 9:30 PM and 9:30 PM to closing

Appetizer servers: 5:30 PM-7:00 PM

Food service: 5:30 PM-10:00 PM

Bartenders to pour wine, beer, and soft drinks. Also needed experienced bartenders. Evening shifts 8:00 PM -10:00 PM and 10:00 PM to closing

Break down crew needed late that evening 11:30 PM to 1:30 AM (double time given) Men needed for heavy lifting

Reservation table: 5:30 PM – 7:30 PM

Coat check: 5:30 PM to closing

BASKETS FOR MiniPOSH

MiniPOSH needs wicker baskets in good condition for packaging donated items. Please, no small or seasonal baskets. Bring your baskets to the Development/Business offices.

- Large: Shortest diameter greater than 16" (1 basket = 1 service hour credit)
- Medium: Shortest diameter 12" to 16" (2 baskets = 1 service hour credit)
- No baskets smaller than 12"

UPCOMING SERVICE OPPORTUNITIES

Dec 12, 2011—Fall Sports Banquet. Need volunteers to set up and clean up from 5:45 PM to 9:00 PM. Contact Tamera Brown at tamerabrown11@msn.com.

Jan 6 & 7, 2012—Open House. Need volunteers to set up and serve. Contact Linda Gomez at lsrgomez@sbcglobal.net or (626) 308-9047. Also need donation of homemade cookies or brownies, water (in gallons), and lemonade. Contact Terri Kawamura at tbk@capgroup.com or (626) 296-9852.

BOOSTER CLUB

General Information—Contact the Booster President, Burt Garavaglia at (323) 930-4016 or burt_garavaglia@farmersinsurance.com.

Basketball Games—Volunteers needed for ticket sales, security, and snack stand. Please contact the Booster Club Volunteer Coordinator, Veronica O'Connor at (626) 355-0306 or roconnorhome@aol.com.

OFFICE DEPOT REBATES

If you purchase supplies from Office Depot, please provide St. Francis' organization number at the time of checkout (#70009162). St. Francis will receive rebates for your purchases.

HOLIDAY SHOPPING RAISES MONEY FOR OUR SCHOOL

The Americana at Brand in Glendale and The Grove in Los Angeles, have generously offered to donate 5% of all sales made by our St. Francis family. Shop at any of the wonderful stores, eat at the fabulous restaurants, or see a movie at either location between Nov. 14 and Dec. 31. Then take your receipts to Concierge Services and tell them you are supporting St. Francis High School in La Canada. Please tell all your family and friends to help raise funds for St. Francis with this easy and exciting program. For further information visit the websites thegrovela.com or americanaatbrand.com and click on "A Holiday Gift for your School" in the Featured Events section.

SUPPLIES NEEDED

Please contact the FSP office before making a purchase at (818) 790-0325 ext 526

- **Copy Paper** — 8.5 x 11
- **Printer Toner Cartridges**—HP12A, HP11A, HP13A
- **Envelopes**—Left Window #10, 500/box
- **Envelopes**—No Window #10, 500/box
- **Envelopes**—6 x 9, 100/box
- **Manila Envelopes**—9 x 12, 250/box
- **Scotch Tape**—3/4" invisible Magic Tape Refill, 6/pack
- **Dry Erase Board Markers**, Chisel Tip—Black or Blue
- **Coffee**—Folgers or Yuban 3# can, reg or decaf
- **Creamora Dry Creamer**—35+ oz. container
- **Lemonade** (no pink)—2 liter bottles
- **Coke & Diet Coke**—cans in cases
- **Water**—Gallon container
- **Cups**—Hot or cold drink cups, 8 oz.
- **Kleenex**—family size boxes preferred

MOTHERS' GUILD

General Information—Contact the Co-Presidents, Teresa Aubert at (626) 286-3343 or teresaka@sbcglobal.net or Lisa Singelyn at lsingelyn@sbcglobal.net.

Yard Sale—The Mothers' Guild Yard Sale is accepting donations on Saturday, December 10th from 9:00 AM. to 10:30 AM at our storage facility in La Crescenta. Now's a great time to clear out your garage and get a tax deductible receipt for your donated items, too! We're looking for furniture, sporting equipment, household items, books, toys, and clothing. Sorry, no computer hardware or mattresses. We're looking for volunteers to work the yard sale this coming April 28 and 29, as well as setting up the week prior. If you would like to volunteer, please contact Christina Tinglof at tinglof@sbcglobal.net.

SCIENCE FAIR

The Science Fair is coming soon! We will need over 100 volunteers the morning of Feb. 25, 2012. No experience required. Contact the FSP office.