



PVA

Parent Registration Packet



2009 – 2010

- PVA overview**
- volunteer opportunities**
- order forms**

Charleston Catholic High School



August 2009

Dear Charleston Catholic Parents,

The Parent Volunteer Association (PVA) is a parent - volunteer service organization at Charleston Catholic. We look forward to working with you, the students, faculty, and staff at CCHS during this new school year. Whether you are a “veteran” family with your youngest child finishing up high school, or a new family entering Charleston Catholic for the first time, we warmly welcome you. We applaud your decision to enroll your children at CCHS. Now, why not become involved as a *parent volunteer* at Charleston Catholic?

There are many volunteer opportunities for the parents of CCHS students each school year. This PVA Parent Registration Packet outlines the variety of volunteer opportunities for you. Please take the time during the next week or two to read through the packet. When you see a volunteer opportunity of interest to you, fill out the volunteer form and return it to the school office. You will be contacted by a chairperson or committee member associated with that specific activity. You do not need to volunteer for *everything*! But do please consider volunteering for *something*. Volunteers are the lifeblood for all of our PVA programs!

The PVA Parent Registration Packet also lists the PVA Steering Committee and General Board members for 2009-2010. Do not hesitate to contact them if you have any questions about the various PVA – sponsored activities. Additionally, an overview of the “work” of PVA is detailed in this packet in a section called “Behind – the – Scenes with the PVA”. Please read this section for a better understanding of the PVA.

In this packet, you will also find order forms for the various items sold by the PVA. Items sold include white polo uniform shirts, green polo team shirts, logo fleece jackets, CCHS cookbooks, and CCHS Christmas tree ornaments.

Our PVA Parent Registration Packet is also located on the CCHS website. If you misplace this packet or decide to volunteer in additional areas as the school year unfolds, it is easy to go to the PVA section of the CCHS website and download the desired forms. The web address for the PVA section of the CCHS website is:
<http://www.charlestoncatholic-crw.org/PVA/index.htm>

We look forward to an exciting school year and extend a warm welcome to all of our volunteers!

Sincerely,

Mary Crigger, Lisa Dobbins, Loretta Goolsby, Scarlett Hutcheson
PVA Steering Committee for 2009-2010

2009-2010 PVA BOARD

Steering	Mary Crigger, Lisa Dobbins, Loretta Goolsby, Scarlett Hutcheson
Alumni	Mary Frances Casey
Athletics	
Letters,pins, ribbons	Debbie Bogan, Maureen Runyon
Green Polos	Joanne Bronikowski
MS Banquet	Cyndi Persily
Team Parents	Joanne Bronikowski
Baccalaureate Reception	Liz Weisberg
Cafeteria	Chrissy Hovorka
Correspondence	Pam Farris
CSW	Paula Jameson, Julie Robinson
CCHS White Polos	Lisa Cassis
CCHS Fleece	Lisa Dundervill
Hospitality	Kim Asseff, Sarah Casey, Sharon Casto, Laura Maddox, Christy Prudnick, Libby Shrewsbury
Innisbrook Wrap	Lisa Dundervill
King Cakes	Dena Wilcox
Project Graduation	Eileen Goldberg, Penny Gennette
Read Aloud & LibraryBoosters	Dianna Canfield
Scrapbook	Kim Asseff, Felice Joseph
Sports Passes	Janet Kawash
Student Directory	Debbie DiFilippo, Lisa Wood
Used Texts	Diane Beckerle, Lu Ann Summers, Judy Whipkey

Behind - the - scenes with the Parent Volunteer Association (PVA) 2009-2010

From the first minutes of August Registration 2009 until the closing moments of the Moving Up reception in June, 2010, the PVA is hard at work. Each CCHS family pays annual PVA dues of \$75.00. It makes sense, therefore, to ask these two questions:

What exactly is the "work" of PVA? How is the money from the dues distributed?

PVA maintains records:

- ✓ The Letters and Pins chairperson communicates with coaches about each athlete's eligibility for a varsity letter or pin (high school level) or varsity letter and participation ribbon (middle school level). The chairperson orders pins, letters, and ribbons and prepares them for distribution at end of season team celebrations or at the Middle School athletic banquet. PVA underwrites the cost of letters, pins, and ribbons. In 2008-09, this expense was \$544.00
- ✓ The Student Directory Co-chairpersons compile all pertinent information and arrange for the printing and distribution of the Student Directory. PVA underwrites the directory. The directory for last year cost \$792.00

PVA spreads hospitality:

- ✓ The Hospitality Committee of PVA hosts the reception held on Back to School Night. This busy committee coordinates and hosts luncheons for the Faculty on the first day of school, in November during Teacher's Conferences, and at Christmas. Hospitality also remembers teachers' birthdays by providing a sheet cake twice during the school year. PVA underwrites portions of the Hospitality Committee's costs.
- ✓ The King Cakes Committee bakes delicious, homemade traditional King cakes which are served to faculty and staff on Fat Tuesday

PVA simplifies:

- ✓ The Used Textbook Sales Co-chairpersons collect and inventory textbooks at the end of the school year. The chairpersons also conduct the sale of these textbooks during the June used text sale and during August Registration. This is simply a service to CCHS families and PVA does not receive any of the funds generated.
- ✓ The Team Parent Coordinator works with coaches and the Athletic Director to communicate team lunch schedules and guidelines and inform team parents of their responsibilities.

PVA serves:

- ✓ The Cafeteria chairperson schedules all volunteers working in the school cafeteria.

PVA celebrates:

- ✓ The Baccalaureate Reception Chairperson oversees the arrangements and preparations for this reception held at CCHS after the Baccalaureate Mass. All graduates and guests are invited and attendance averages 400 people. The cost was \$3,303.00 for the reception held in honor of the Class of 2009. PVA underwrites this lovely annual event.
- ✓ The Project Graduation Committee plans and hosts an all-night lock-in for the new graduates immediately following commencement. Each graduate invites one guest. It is an evening of swimming, karaoke, basketball, billiards, memories, and delicious food. The lock-in provides a safe and fun-filled opportunity for the graduating class to be together one last time. The cost for the most recent Project Graduation for the Class of 2009 was \$6,764.00. PVA underwrites this memorable event.
- ✓ The Middle School Athletic Banquet Committee organizes a springtime banquet celebrating the accomplishments of the Middle School athletes and their teams. PVA underwrites a portion of this event.

PVA sells:

- ✓ PVA has different chairpersons in charge of the sales and distribution of white uniform polo shirts, green polo shirts for athletic or academic teams, and fleece jackets.

- ✓ There is a chairperson for the sale and delivery of Charleston Catholic Christmas ornaments and Charleston Catholic's cookbook.
- ✓ The Innisbrook chairperson plans and coordinates the sale of all Innisbrook gift-wrap products throughout the school year.
- ✓ Sports passes are designed and sold each year by PVA. PVA does not receive any money from the sale of the sports passes. PVA underwrites the cost for production of the passes.

The profit generated from sales of white polo shirts, green polo shirts, fleece jackets, ornaments, and gift wrap ranges from 17% (fleece jackets) to 50% (Innisbrook gift wrap).

All profit is used to further fund PVA - sponsored programs, projects, and activities.

PVA remembers:

- ✓ The Correspondence chairperson sends a note of congratulations, encouragement, or comfort to others in the CCHS community experiencing moments of success, stress or sadness.
- ✓ The Scrapbook chairperson chronicles the year in academics, sports, community involvement and other areas. Newspaper and magazine articles about our students, faculty and staff, administrators, and graduates are compiled and placed into a scrapbook. The prior year's scrapbook is kept in the CCHS office for viewing. Older scrapbooks are kept in the CCHS library. These are also available for your viewing.

PVA enriches:

- ✓ The Read Aloud chairperson works with the Middle School faculty and parent volunteers to implement a schedule of trained readers to come to the classrooms weekly.
- ✓ The Library Boosters chairperson works with the CCHS librarian. Books are selected for purchase with funds contributed by library boosters. Nameplates are affixed inside each book with the booster's name and personal message. In 2008-09, PVA also donated \$1050.00 to the school library for the purchase of new books. In addition, PVA funded the purchase of a CoLibri book covering system to preserve the library books.
- ✓ The Catholic Schools Week Project coordinator plans and implements a community service project held during Catholic Schools Week. This project benefits a local group and involves CCHS student, faculty, and parents. Last year, Senior citizens in our community were the focus of our project.
- ✓ PVA purchases banners celebrating the athletic accomplishments of our CCHS students. These banners are prominently displayed at the CCHS athletic facility. PVA spent \$3,325.00 on banner purchases from 2007 to 2009.
- ✓ From time to time, PVA financially backs special projects at CCHS. Last year, PVA contributed \$4,700.00 to remodel and upgrade the faculty restroom, \$1,000 on electrical upgrades in the Commons, \$1,000 on a new table for the faculty lounge and \$2,500.00 for a new ice machine for the school.
- ✓ In 2008-09, PVA funded \$8,061 in Wish List items for the school. Items included: Sewing Club seed money and machine repair, light system for the Drama Club, Smart Boards, supplies for the Pep Band, food warmers for the cafeteria, new buzzer system for Quiz Bowl competition, and viewscreen and graphing calculators for the Math Department.

As you look around CCHS, you will see the impact of PVA everywhere. The Steering Committee members, General Board members, and committee volunteers work very hard. Why not join us?

6th GRADE PARENT PROJECT

The 6th grade parents traditionally provide the homemade baked goods and drinks served in the Commons at the conclusion of Back to School Night. **Back to School Night is scheduled for Wednesday, August 26, 2009.** The PVA Hospitality Committee will set-up, serve, and clean-up.

We would ask the following of our 6th grade families:

If your student's last name begins with a letter from A through K, please send in 2 dozen homemade treats on Wednesday, August 26th. Brownies or cookies are just fine and we ask that you send them in a disposable container. You or your student may leave them on the table outside the school office or bring them down to the cafeteria. Just remember to label the container "Back to School Night" and be sure that the treats are at school by 1:30 p.m. on August 26th.

If your student's last name begins with a letter from K through Z, please send in two 2Liter bottles of lemonade. Any brand is fine and you can locate these items in the soda or beverage section of the grocery store. You or your student may leave the bottles on the table outside the school office or bring them down to the cafeteria. Please be sure that the bottles are at school by 1:30 p.m. on August 26th.

Thank you, 6th grade families. Welcome to CCHS.

7th GRADE PARENT PROJECT

Parents of the 7th grade students traditionally host the reception for the 8th grade students and families following the “Moving Up” ceremony. Our 8th Graders will now be moving up to high school and we like to say goodbye to them in a special way on Friday, June 4, 2010

This reception is simple with homemade sweets and lemonade or punch as the refreshments. A few decorations and warm hospitality are all that is needed.

Would you like to volunteer to bake, serve, set-up or clean-up? Just return this form to school and you will be contacted next Spring.

1) My Name:

My home phone:

My work phone:

My cell phone:

My email:

2) Circle and complete A or B:

A. ___ I completed VIRTUS training in ___(month)/____(year)

@ ___school	Specify_____
___church	Specify_____
___pastoral center	Specify_____
___other	Specify_____

print name

signature

B. _____ I have not yet completed VIRTUS training. I understand that VIRTUS training is mandatory for all adults volunteering at CCHS as well as throughout the Diocese of Wheeling - Charleston. I will complete this training as soon as possible and will notify a member of the PVA Steering Committee when I have done so. I understand that I will not be placed in any volunteer capacity at CCHS until I complete my VIRTUS training.

print name

signature

8th GRADE PARENT PROJECT

Chairpersons: Cyndi Persily

The 8th grade parents traditionally coordinate the Middle School Athletic Banquet which is held in the springtime of 2010. The banquet is held locally at the Pastoral Center, and many volunteers are needed to pull off this project. The chairperson will meet with the volunteers as the time for the banquet approaches.

Please fill in the information below and return this sheet to the school office.

1) My Name:

My home phone:

My work phone:

My cell phone:

My email:

2) Circle and complete A or B:

A. ____ I completed VIRTUS training in ____ (month) / ____ (year)

@ ____ school	Specify _____
____ church	Specify _____
____ pastoral center	Specify _____
____ other	Specify _____

print name

signature

B. ____ I have not yet completed VIRTUS training. I understand that VIRTUS training is mandatory for all adults volunteering at CCHS as well as throughout the Diocese of Wheeling - Charleston. I will complete this training as soon as possible and will notify a member of the PVA Steering Committee when I have done so. I understand that I will not be placed in any volunteer capacity at CCHS until I complete my VIRTUS training.

print name

signature

9th GRADE PARENT PROJECT

Chairperson: Liz Weisberg

The Baccalaureate Reception is traditionally hosted by the 9th grade parents. Lots of preparation is required for a successful Baccalaureate Reception! All the preparation is worth the joy it brings to our Seniors, their families, and guests as they enter the Commons after the Baccalaureate Mass. The Baccalaureate Reception will be held in the evening on Saturday, May 29, 2010.

Won't you join us in preparing the Baccalaureate Reception for the Class of 2010?

Please fill in the information below and return this sheet to the school office. You will be contacted at the start of the second semester.

1) My Name:

My home phone:

My work phone:

My cell phone:

My email:

2) Circle and complete A or B:

A. ___ I completed VIRTUS training in ___(month)/____(year)

@ ___school	Specify_____
___church	Specify_____
___pastoral center	Specify_____
___other	Specify_____

print name

signature

B. _____ I have not yet completed VIRTUS training. I understand that VIRTUS training is mandatory for all adults volunteering at CCHS as well as throughout the Diocese of Wheeling - Charleston. I will complete this training as soon as possible and will notify a member of the PVA Steering Committee when I have done so. I understand that I will not be placed in any volunteer capacity at CCHS until I complete my VIRTUS training.

print name

signature

10th GRADE PARENT PROJECT

Chairpersons: Eileen Goldberg and Penny Gennette

The 10th Grade parent project is planning and hosting Project Graduation for the Class of 2010. This is an all night lock-in which will be held at the Charleston YMCA on Sunday, May 30, 2010 from 10 p.m.- 5:30 a.m. The evening is intended to be the final send-off for our new graduates and a fun-filled event where they can safely gather together one last time. The parents working on this event also will tell you that they enjoy it as much as the graduates! You will be contacted early in the second semester to work on this project.

Just complete the information below and return this form to the school office.

1)

Name:

Phone: home _____

work _____

cell _____

Email:

2)

Circle and complete **A** or **B**:

A. ____ I completed VIRTUS training in ____ (month) / ____ (year)

@ ____ school	Specify _____
____ church	Specify _____
____ pastoral center	Specify _____
____ other	Specify _____

_____ signature
print name

B. ____ I have not yet completed VIRTUS training. I understand that VIRTUS training is mandatory for all adults volunteering at CCHS as well as throughout the Diocese of Wheeling - Charleston. I will complete this training as soon as possible and will notify a member of the PVA Steering Committee when I have done so. I understand that I will not be placed in any volunteer capacity at CCHS until I complete my VIRTUS training.

_____ signature
print name

CATHOLIC SCHOOLS WEEK PROJECT VOLUNTEER 2009-10

Chairperson: Paula Jameson

During Catholic Schools Week each winter, the PVA reaches out to the community around us and participates in an act of community service. This activity is coordinated by PVA, but participants include CCHS students, faculty, staff and parents. In past years, the PVA coordinated a back pack and lunch box drive, school supplies drive, collected gently used sports equipment to distribute to area after-school centers, and collected items for our elderly citizens residing in assisted living facilities in the area.

If you would like to work with our chairperson as a member of this committee, please fill in the form below and return the completed form. You will be contacted as Catholic Schools Week draws closer.

PVA CATHOLIC SCHOOLS WEEK VOLUNTEER FORM:

Name:

Phone: home _____

work _____

cell _____

Email:

Circle and complete **A** or **B**:

A. ____ I completed VIRTUS training in ____ (month)/ ____ (year)

@ ____ school	Specify _____
____ church	Specify _____
____ pastoral center	Specify _____
____ other	Specify _____

print name

signature

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print name

signature

Hospitality Committee Volunteer Form 2009-10

*Chairpersons: Kim Asseff, Sara Casey, Sharon Casto,
Laura Maddox, Christy Prudnick, Libby Shrewsbury*

The Hospitality Committee plans and hosts several activities during the academic year. These are in the form of buffet luncheons held in the Library, Teachers' Lounge or the Commons. The luncheons are usually for the Charleston Catholic Faculty and Staff and are held on pre-determined days such as Parent Conference Day. The Hospitality Committee also serves the cookies which are sent in for Back to School Night and provides a birthday sheet cake each semester to celebrate faculty and staff birthdays. This is a committee that values the "lost art of hospitality", and seeks to bring it into the lives of those involved with our school.

Those who volunteer to work with the Hospitality Committee may help in the following way:

- sending in a casserole
- preparing a tossed salad
- baking a cake or brownies
- providing paper products for a luncheon
- helping to set-up, serve, or clean-up after a luncheon
- many other ways, too

Volunteers are able to assist as often as they wish - every event, once or twice a year, or for 1 semester. If you volunteer, a Hospitality Committee member will call you and let you know of upcoming events. You determine when you will volunteer to help.

To volunteer for this Committee, please complete the Hospitality Committee volunteer form on the following page and return it to the school office.

Special Note: When a CCHS family experiences an unusually challenging or stressful time such as a birth, sudden illness, chronic illness, surgery or death, the school community often comes together to help out the family. Once cleared with the family, the PVA Steering Committee arranges for delivery of a simple, nutritious, home-cooked meal. Depending on the circumstances, these meals are scheduled for the family for a day, a few days or even a week or two. If you are interested in preparing part of a meal, such as a salad, dessert or casserole, for a family in need, please indicate this at the bottom of the Hospitality Volunteer Form.

Hospitality Committee Volunteer Form 2009-10

1) I would like to be a Hospitality Committee Volunteer:

Name _____

Phone @ home _____ @ work _____ Email _____

I would like to volunteer:

1-2 events _____ 1 semester of events _____

let me know what's needed _____

2) Circle and complete A or B:

A. ____ I completed VIRTUS training in ____ (month)/____ (year)

@ ____ school	Specify _____
____ church	Specify _____
____ pastoral center	Specify _____
____ other	Specify _____

print name

signature

B. ____ I have not yet completed VIRTUS training. I understand that VIRTUS training is mandatory for all adults volunteering at CCHS as well as throughout the Diocese of Wheeling - Charleston. I will complete this training as soon as possible and will notify a member of the PVA Steering Committee when I have done so. I understand that I will not be placed in any volunteer capacity at CCHS until I complete my VIRTUS training.

print name

signature

SPECIAL NOTE:

Yes. Please contact me as needed to prepare part of a meal for a CCHS family in need.

My name:

My phone number:

My email

KING CAKES VOLUNTEER FORM 2009-10

Chairperson: Dena Wilcox

On “Fat Tuesday” of each year, the PVA provides dozens of King Cakes for the students, faculty, and staff. Once again this year, PVA is forming a committee of parents who will bake a King Cake and bring it to school. A recipe will be provided. Fat Tuesday is February 16, 2010 so mark your calendar.

This is a short-term project for those who enjoy baking, fellowship and camaraderie.

Interested? Come join us...

Return this form to the school office and you will be contacted closer to Fat Tuesday.

I am interested in helping with the KING CAKES

Name: _____

Home phone: _____

Cell phone: _____

Email: _____

LIBRARY BOOSTER FORM 2009-10

Chairperson: Dianna Canfield

Would You Like To Be A Library Booster?

Become a CCHS Library Booster: Join the PVA in an ongoing project to add wonderful new books to our library. Your donation of \$25.00 will sponsor the purchase of a new library book and a book plate honoring the individual you designate. Why not honor...a student...a faculty member...an administrator...a coach...a parent? A new library book will be purchased with your contribution as a library booster, then a personalized book plate will be placed within it.

To become a Library Booster, please fill out the form below, and return it to the CCHS office in an envelope marked “*Library Booster – To: Dianna Canfield*”

CCHS Library Booster for 2009-2010

Family name _____

Will sponsor _____ book(s) @\$25.00/book

Total amount enclosed=\$____.00 Make checks payable to CCHS

Please fill in the bookplate information below:

This book was given in honor of _____

By _____

READ ALOUD VOLUNTEER FORM 2009-10

Chairperson: Dianna Canfield *Please return this form **no later than August 28, 2009** *

Read Aloud ...to Middle School

CCHS Middle School students have the pleasure of listening to age-appropriate reading material come alive. Adults read aloud to them for 30 minutes, 8:00-8:30, every other Friday. This volunteer opportunity is for any adult; you do not need to be the parent of a middle school student. You are required to attend a general Read Aloud WV training session **and** a Middle School training session. CCHS Middle School requires a second session specifically geared toward middle school students. We will be scheduling a Middle School training session in September 2009. If you have any questions, please contact Dianna Canfield by phone -346-7101 or e-mail – johnanddianna@hotmail.com

1) If you are interested, please complete this form and return to the school office. Schedules with specific dates will be sent to you as soon as possible.

Name _____

Address _____

Phone _____

E-Mail _____

Student's name and homeroom where you would like to read:

Name _____

Homeroom Teacher's Name _____

Please check the appropriate statements.

I have attended all training sessions

I need to attend an additional session with Mary Kay Bond in September/or _____ Read Aloud WV

2) Circle and complete A or B:

A. _____ I completed VIRTUS training in _____(month)/_____(year)

@ _____school Specify_____

_____church Specify_____

_____pastoral center Specify_____

_____other Specify_____

print name

signature

B. _____ I have not yet completed VIRTUS training. I understand that VIRTUS training is mandatory for all adults volunteering at CCHS as well as throughout the Diocese of Wheeling - Charleston. I will complete this training as soon as possible and will notify a member of the PVA Steering Committee when I have done so. I understand that I will not be placed in any volunteer capacity at CCHS until I complete my VIRTUS training.

print name

signature

TEAM PARENT VOLUNTEER FORM 2009-10

Chairperson: Joanne Bronikowski

Athletics are a big part of student life at CCHS. Once team rosters are finalized, a few parents are needed to assist the coaches in many areas. One, two or three Team parents work directly with coaches and coordinate the following:

- * transportation to/from competition
- * team pasta lunches
- * ticket sales/staffing gates
- * Senior night celebrations
- * End-of-season celebrations
- * any other special team needs

If your child participates in a sport, please be willing to assist the Team Parents, team, and coach as much as you possibly can. Help from every family with a child on a team is critical for cohesiveness.

Please complete this form and return it to the school office.

1) My name: _____

I am volunteering for the following team: _____

Phone #: @ home- _____ @ work- _____

cell - _____ My email: _____

My student-athlete's name and grade:

Name _____ Grade _____

2) Circle and complete A or B:

A. ____ I completed VIRTUS training in ____ (month)/ ____ (year)

@ ____ school	Specify _____
____ church	Specify _____
____ pastoral center	Specify _____
____ other	Specify _____

_____ signature
print name

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_____ signature
print name

CCHS CHRISTMAS ORNAMENT ORDER FORM 2009-2010

This is PVA's sixth year offering a custom CCHS Christmas ornament for sale. Ornaments are a great gift idea for alumnae, students, faculty and CCHS families. Make sure that one of these ornaments adorns your tree this upcoming Holiday season. They are sold for \$5.00 each

Since these ornaments are fragile, they will NOT be sent home with students. Arrangements will be made for pick-up or delivery of ornaments.

ORDER FORM FOR CCHS CHRISTMAS ORNAMENTS

Please fill in area below, make check payable to CCHS and return to school office in an envelope marked "*Ornament order - To: PVA Steering Committee*"

Name:

Phone #:

I would like to order:

_____ ornaments at \$5.00 each = _____ Total Cost

_____ Amount Enclosed

FLEECE JACKET ORDER FORM 2009-2010 ALL STUDENTS

Chairperson : Lisa Dundervill 304-344-2566

- Pre-paid orders only
- Heather grey with green CCHS logo
- Approved to wear with uniform
- Cost is \$35.00 (make check payable to CCHS)
- Please allow 4-6 weeks for delivery. Fleecees are delivered to students at school unless indicated to be a gift
- IF exchange is needed for SIZE, do not remove tag!
- Sorry-returns are not possible
- Questions? Call Lisa
- Return this completed form with payment to school office in an envelope marked ***“Fleece Order – To:Lisa Dundervill”***

Please check here if this is a gift _____

Student Name: _____

Grade: _____ Phone #: _____

Circle size needed:

Youth Size : M L

Adult Size: XS S M L XL

AMOUNT ENCLOSED: \$_____ cash _____ check_____

PVA use only: processed by chairperson _____yes _____no

payment recv'd _____yes check#_____ \$_____

GREEN POLO SHIRT ORDER Form 2009-10 Athletic or Academic

Dear Parents and Players on **CCHS Athletic** and **Academic Teams** for 2009-2010

High school students who are members of athletic and/or academic teams are permitted to wear a hunter green polo shirt to school on designated days. These shirts are purchased by PVA through a local supplier and will be ordered by Joanne Bronikowski. The shirt will be embroidered in white thread with the CCHS logo and either ATHLETICS or ACADEMICS depending upon the type purchased.

For those who do not have a shirt from a prior year and would like to order one, please fill out the form below. Promptly return the order form, with payment, to the CCHS office in an envelope marked *Green Polo shirt order – To: Joanne Bronikowski*. Joanne will be responsible for processing the orders and returning filled orders for distribution. Checks should be made payable to CCHS. No order can be processed without payment. Please order size carefully- NO EXCHANGES.

The prices for these shirts are:

S M L XL	\$25.00
XXL	\$27.00

Thank you,
CCHS Parent Volunteer Association

High School Hunter Green Team Polo Shirts *ORDER FORM*

Name of Student _____

Team _____

Shirt with ATHLETICS size _____ price \$ _____

Shirt with ACADEMICS size _____ price \$ _____

Total Submitted \$ _____ *Make checks payable to CCHS

PVA use only: order processed by chairperson ___yes ___no
order processed by Steering ___yes ___no Check? _____ # _____
Cash? _____

SPORTS PASS ORDER FORM 2009-10

Chairperson: **Janet Kawash**

- Passes are for HOME events only
- Passes DO NOT cover tournaments played at home, homecoming games, or any SSAC tournaments.
- Passes cannot be used for entrance to any Track or Cross Country events.
- Passes cannot be used for sectional, regional, or state competition in any sport.

The passes below are for IMMEDIATE FAMILY only (parents & siblings). Grandparents, aunts, uncles, nieces, nephews, fiancés, and in-laws are not included on these passes.

High School & Middle School events
COST = \$200.00

High School events ONLY
COST = \$175.00

Middle School events ONLY
COST = \$150.00

The passes below are designed for a Senior Citizen or a CCHS student who does not wish to purchase a family pass.

SENIOR CITIZEN PASS *age 55+
-High School & Middle School events
COST = \$100.00

CCHS STUDENT PASS
-High School & Middle School events
COST = \$100.00 per student

To complete order:
CIRCLE type of pass you are ordering from above options
COMPLETE areas below
MAKE check payable to CCHS
RETURN this form with payment to the CCHS office in envelope marked
“Sports Passes - Janet Kawash”

Name: _____ Phone: _____

Address: _____

Payment Enclosed: \$ _____

Type of Pass ordered: _____

CCHS COOKBOOK

Order Form 2009-10

The PVA spent one year compiling recipes from the Charleston Catholic community. Parents, faculty, staff, students, and graduates submitted favorite recipes. The result? A 202 page cookbook, Cooking With Charleston Catholic. This delightful cookbook includes recipes for appetizers, beverages, main dishes, rubs, side dishes, desserts, soups, and salads. There is also a special section of recipes from our graduates who have gone on to successful careers as chefs in top - notch restaurants across the country.

If you would like to purchase a copy of Cooking With Charleston Catholic, please fill in the order form below and return it with payment to the school office in an envelope marked "CCHS Cookbook: Attention Steering Committee". You may pay with cash or checks. Checks should be made payable to CCHS.

CCHS COOKBOOK ORDER FORM

I would like to order _____ cookbook(s). Cookbooks are \$7.00 each.

The total enclosed is \$_____.00

Name _____

Phone Number _____

Email address _____

Name and Grade of student with whom cookbook should be sent home:

_____ name _____ grade

(_____ If you would rather pick up your cookbook(s) in the CCHS school office, please place an X on the line. You will be notified via email or phone when your cookbook is in the office and ready for pick up.)

PVA Use only: Order processed on _____
Payment received _____ cash _____ check
Order sent home with student _____
Order left in office _____

WHITE UNIFORM POLO SHIRT ORDER FORM 2009-2010

Chairperson: Lisa Cassis 925-5946

Please note that shirt orders will be accepted 5 times per year:

August 4 - August 28, 2009

October 19 – October 23, 2009

January 5 – January 9, 2010

March 15 – March 19, 2010

May 17- May 21, 2010 *Pre-orders for 2010-2011 school year

The PVA is offering for sale a white cotton/poly blend polo shirt with a kelly green embroidered school logo. These uniform shirts are OPTIONAL. To order, complete the form below and make checks payable to CCHS. Place this form and your check in an envelope marked ***“White polo shirt order – To: Lisa Cassis”*** and turn your order into the CCHS office.

SHIRT STYLE	ADULT SIZE	YOUTH SIZE	PRICE
Short Sleeve	S M L XL XXL XXL	YS YM YL YXL	\$25.00
Short Sleeve Ladies *slimmer cut, shorter length	S M		\$25.00
Long Sleeve	S M L XL XXL XXL	YS YM YL YXL	\$30.00

FILL IN BELOW AND RETURN TO THE CCHS OFFICE

Name of Student _____ Phone # _____

SHORT SLEEVE

SIZE	QUANTITY	TOTAL
_____	_____	_____
_____	_____	_____
_____	_____	_____

LONG SLEEVE

SIZE	QUANTITY	TOTAL
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total Amount Enclosed: \$_____

PVA use only: order processed by chairperson ___yes ___no
order processed by Steering ___yes ___no Check? _____#_____