

OLG Parent Org 101

(Fall 2019)

What is the Parent Organization?

OLG's Parent Organization is YOU!

- We support the school through the various fundraisers, which help keep the cost of tuition down and provide support for other necessary school expenses. **The goal is to raise \$125,000!**
- Leadership consists of a board including one representative per class, plus event and fundraising chairs
- We meet monthly on the second Tuesday of the month at 6:30pm in the Math Lab. **All are welcome!**

Key Parent Org Supported Events for 2019-20

9/17/19	First Parent Org Meeting	12/6/19	Auction Family Procurement Due
9/16-9/27/19	Fall Fundraiser/Charleston Wrap	12/6/19	Light Up the Night
10/5/19	Beers and Brats	2/29/20	Auction
10/26/19	Halloween Carnival	5/1/20	Jog-a-Thon

The Parent Org also plans or supports many other fundraisers and events, including Catholic Schools Week, Monthly Sunday Coffee and Donuts after Mass, Scrip Gift Card Program, Day of Service, Math Night, Game Night and more!

Available Volunteer Roles for 2019-20

Parent Org Vice-Chair (automatic 50 hours) - Want to get more involved with the school and work alongside a group of energetic and engaged parents. Help set the course of the Parent Org by working alongside the Chair to learn the ropes and help with various tasks, planning and events all in preparation to become Chair next year.

Treasurer – Develop annual budget in conjunction with Chair, Vice Chair, Fundraising Chairs and Principal. Manage PO Budget. Work with parish office to organize/record/deposit fundraising checks, pay invoices and process reimbursement requests. Give monthly report to PO regarding year to date financial status.

Parent Org Representative for Kindergarten (automatic 50 hours) – Attend monthly meetings; forward important information from the Parent Org to your classroom families; assist with PO sponsored events during the year.

Auction Co-Chairs (automatic 50 hours) - Oversee all aspects of Auction planning, our biggest fundraiser of the year. Coordinate with auction sub-committee chairs to ensure tasks and timelines are met; manager event budget; fill Auction sub-committee positions as needed; and perform other auction-related duties that may be delegated to him/her.

Game Night - Plan and organize our annual trivia night community builder and fundraiser.

There are also many other roles available. Looking to get a jump on your volunteer hours? Have other questions? Email Michelle Scheving, PO Chair at olg.parent.org@gmail.com