

## HASA Frequently Asked Questions / Fact Sheet

As of 18 January 2011

1. What is the hot lunch and how do you participate?  
The hot lunch program is actually called LunchBox and is available simply by registering at their website at <http://www.lunchboxprogram.com/>. You will select the participating school that your child attends and order from the selections posted for that school. Menus and days of service are posted the second week of each month to find the available days for our school in the upcoming month. Lunch at St. Mark is served by LunchBox on Mondays and Wednesdays.
2. What is the uniform exchange and when is it held?  
When your child has outgrown his/her uniform, you may turn in the items to the St. Mark uniform exchange. You will be given a voucher for each article that you've turned in. The uniform exchange is normally held at the beginning of the school year and just before the spring uniform is worn. If you don't have any vouchers, you can still participate... each item of clothing is \$1.00. We are also going to be holding uniform exchanges after certain HASA meetings to be announced the month before the meeting.
3. What kind of volunteer opportunities are there for parents that work?  
At the beginning of the school year we publish a list of activities sponsored by HASA for which you can volunteer. We also regularly ask for support and participation for those events. Many of them request participation after work hours! You can also ask your child's teacher if there is anything that you can do for them after hours.
4. How does one make copies of flyers for HASA events?  
The parish has graciously agreed that HASA can use the school's copier as long as we keep track of the number of copies that are made. HASA then pays per copy. This tracking is managed by a sign-in sheet next to the copier where you must enter the number of copies, your name and phone number.
5. What is Spirit Wear and how can we purchase it throughout the year?  
Spirit Wear is special clothing marked with the St. Mark Lion or embroidered with a St. Mark name/logo. Orders are taken at the beginning of the year. There are some items that are available beyond the orders that will be available at the next few HASA meetings for \$10.00/ea.
6. What are the functions of a homeroom mom? How does one become a classroom mom?  
At the beginning of the year paperwork is sent home asking for participation from parents. In addition to volunteering for classroom parties, etc., the paperwork asks for volunteers for the role of classroom mom. Once the names of all the volunteers are collected, instructions are sent out to the moms. Usually

the classroom moms are the points of contact between the teachers and the class. They arrange parties, collect donations, help out with the adopt-a-family at Christmas, and “other duties as assigned.”

7. How do you volunteer for PAIR?

This year (2010-2011), please contact Kelly Reichardt or any HASA board member.

8. Can a roster for parent volunteers for after-school dismissal be put together?

We are going to be requesting parent volunteers for dismissal. Stay tuned!

9. How can we volunteer for lunch duty?

The parent coordinator for lunch and recess duty is Paige Crofton. She is happy to arrange your participation! You may volunteer for one day a month, one day a week or anything that fits your schedule! Parent volunteers are needed for ALL grades.

10. How do we get events or new items on the school calendar?

If the event is HASA-related, we ask that you coordinate with members of the HASA board to ensure that there are no conflicts. After that, you can contact Mrs. Burke to get the date on the calendar. If the event is school-related, the contact person may vary but the best bet would be to start with Mrs. Burke who will then be able to coordinate or check with the correct people.