

**ST. JOHN THE EVANGELIST CATHOLIC SCHOOL**  
**PTC INFORMATION FORM**  
**2018-2019**

PLEASE PRINT CLEARLY!

<b>FAMILY LAST NAME</b> <i>(WILL BE LISTED IN DIRECTORY ALPHABETICALLY)</i>	
<b>PARENTS FIRST NAMES</b> <i>(AND LAST, IF DIFFERENT THAN ABOVE)</i>	
<b>ADDRESS</b>	
<b>PHONE NUMBER(S)</b>	
<b>EMAIL ADDRESS (REQUIRED!)</b> <i>(The directory is provided via email. You MUST provide a working email address.)</i>	

LIST CHILDREN ATTENDING ST. JOHN THE EVANGELIST		
LAST NAME	FIRST NAME	GRADE IN 2018-2019 SCHOOL YEAR
1.		
2.		
3.		
4.		

Please circle your answer to these two questions:	Do you wish to be listed in our school directory this year?  If NO, can we list your name and child's name without address and phone number as part of your child's class?	Yes  Yes	No  No
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SJE PTC uses SignUp!, a leading online coordination tool, to help organize volunteers for our SJE PTC-sponsored events. Please contact us at [ptc@mystjohns.org](mailto:ptc@mystjohns.org) to learn more and sign up to help. Thanks for making a difference! **\*\* You must complete all the steps mandated by the Archdiocese, including Virtus Training, before volunteering. Once we receive confirmation of completion, you will be invited to view our SJE PTC Group Volunteer Page where you can see what spots are available and sign up for upcoming activities.\*\***

# SJE PTC Information

ptc@mystjohns.org

## What is the SJE-PTC?

The SJE PTC is St. John the Evangelist Catholic School's Parent Teacher Club. It is comprised of parent officer volunteers, parent volunteers, St. John the Evangelist Teachers, and the St. John the Evangelist Principal. Meetings are held the 2nd Tuesday of each month at 7:00 pm in the Teacher's Lounge. We welcome **everyone** to attend and participate.

## What does the PTC do?

The PTC plans and sponsors various events for our school children. In the past, PTC has sponsored such exciting events like the All School Skate, Girls Night Out, Santa's Workshop, Candy Bar Bingo, Father/Daughter Dance, Mother/Son Outing, and many more. We have many fun activities planned for the upcoming year and we are always looking for input from our school families for more.

## What does the PTC Fee cover?

The \$40 annual PTC Fee per family is applied to your school tuition statement. These fees cover PTC sponsored events (e.g., Halloween Events, Ice Cream Socials, Candy Bar Bingo, as well as teacher's birthday gifts and Teacher Appreciation lunches) just to name a few.

## How do I volunteer to assist the PTC Officers?

PTC can only be successful with the support of dedicated parents. The children at SJE need you! We welcome volunteers to assist in the planning and organizing monthly family events (Mother/Son, Mother/Daughter, Father/Son, and Father/ Daughter). The amount of work involved in chairing an event is no different than planning your child's birthday party. Also, we have experienced officers and volunteers here to assist you with any questions you may have. Consider signing up to Co-Chair an event with an experienced volunteer...we will assist you every step of the way! SJE PTC uses [SignUp.com](http://SignUp.com) to coordinate volunteers for PTC-sponsored events. Contact us at the email address above and we can get you started!

## Who are this year's PTC Officers?

Chair: Anne Pfeiffer

Treasurer: Tiffany Tegtmeyer

Co-Chair: Sandra Serrano

Publicity: Doraly Witt

Secretary: Kerry Frost

Ways & Means: Angela Mlynarczyk

## What is the School Directory?

The School Directory is published and provided to school families at no cost to enable communication between school families. We realize how hard it is to get in touch with people nowadays and hope the directory encourages you to meet the parents in your classrooms.

***\*\*The information in the directory is provided as a privilege to all families and should not to be used or distributed in an inappropriate manner. It should ONLY be used for appropriate school use. Teacher e-mails are for school business only. Do NOT forward junk emails to any school addresses. Failure to adhere to this policy may result in the discontinuation of the directory.\*\****