

**"FOR WE ARE GOD'S WORKMANSHIP,  
CREATED IN CHRIST JESUS TO DO GOOD WORKS, WHICH GOD  
PREPARED IN ADVANCE FOR US TO DO."  
EPHESIANS 2:10**

# **PROJECT SERVE**

## **Volunteer Details**

### **2011-2012**

#### **On-Going Opportunities**

- Academic Support Program (contact Lisa LiVigni at [lisa.livigni@fbcit.org](mailto:lisa.livigni@fbcit.org), ext. 163)
  - During school hours (flexible)
  - LS – read-a-loud / tutoring
  - US – tutoring (working with Upper School curriculum)
- Athletics (contact Ronnie Plyler at [ronnie.plyler@fbcit.org](mailto:ronnie.plyler@fbcit.org), ext. 107)
  - All home games for football, volleyball, and/or basketball
  - Booster's Club
  - Concessions, Ticket Sales, Line Judges, School Store, Booster Club
- Bus Driver- (contact Shea Braswell at [shea.braswell@fbcit.org](mailto:shea.braswell@fbcit.org), ext. 139)
  - Must have a current CDL license; Drive teams or class groups to and from events
- Classroom Assistant  
(EEC contact Lindsay Calloway at [lindsay.calloway@fbcit.org](mailto:lindsay.calloway@fbcit.org), ext 164)  
(LS contact teacher or Lynn Laney at [lynn.laney@fbcit.org](mailto:lynn.laney@fbcit.org), ext 179)  
(US Becky Sutton at [becky.sutton@fbcit.org](mailto:becky.sutton@fbcit.org), ext. 124)
  - Flexible hours
  - Grading papers, copying, creating bulletin boards, laminating, etc.
- Community Readiness Program (contact Wendy Becker at [wendy.becker@fbcit.org](mailto:wendy.becker@fbcit.org), ext 162)
  - During school hours (flexible)
  - Help students with learning life skills (ex. play board games)
- Easy Ways To Support MCA (contact Kristin Hildebrand at [kristin.hildebrand@fbcit.org](mailto:kristin.hildebrand@fbcit.org), ext. 212)
  - Flexible Hours
  - Box Tops For Education
    - Collect, Cut, and Mail Labels; Making chapel announcements
  - Empties 4 Cash - Printer Cartridges
    - Collecting, packaging, and mailing empty printer cartridges
  - Campbell's Labels For Education
    - Collect, Cut, and Mail Labels; Making chapel announcements
  - Sign Up for Grocery Store Programs (Harris Teeter, Food Lion, and Bi-Lo)
  - School Nights
    - Chick-fil-A (Oct 25 & March 6), Qdoba (Oct. 18 & Feb. 7),  
Chuck E Cheese (Nov. 10 & April 12), and Just Chillin' (Sept 1 & April 17)

- Hospitality Team (LS, MS, & US contact Jan Kenley at [thekenleyclan@aol.com](mailto:thekenleyclan@aol.com))  
(EEC contact Lindsay Calloway at [lindsay.calloway@fbcit.org](mailto:lindsay.calloway@fbcit.org), ext 164)
  - Typically school hours / some flexibility / good option for working parents
  - Provide monthly meal/snack to staff, includes Thankful Thursday, monthly encouraging notes, goodies for Staff meetings (monthly), Teacher Appreciation Week (May 1-4)
  - General assistance with MCA events (set-up, welcome guests, etc.)
- Lunchroom Assistant (contact Sue Arrants at [sue.arrants@fbcit.org](mailto:sue.arrants@fbcit.org), ext. 160)
  - During school hours from 10:30am-1:05pm
  - One day a week (M-F), 1-2 parents needed
  - Fun Food Friday – 2 parents needed
  - Provide help in serving line to students (distribute food, collect money, etc.)
- Media / Library (contact Monique Pouges at [monique.pouges@fbcit.org](mailto:monique.pouges@fbcit.org), ext. 114)
  - During school hours / minimum one hour commitment
  - Shelving: returning books to proper place on shelf
  - AR Labels: label books with appropriate book level, points & quiz number
  - Book/Movie Reviews: Parents read/review books & view videos for appropriate content
  - Book Fair (April 16-20) – set-up, assist during event, clean-up, etc.
- Office Assistant (Main Office and Lower School)
  - During school hours/ flexible
  - Filing; Mailing; Laminating; Data Entry; etc
- Prayer Ministry  
(contact Carol Walton at [carol.walton@fbcit.org](mailto:carol.walton@fbcit.org), ext. 212, Bill & Sandy Reule at [Reulejr@aol.com](mailto:Reulejr@aol.com))
  - Flexible time commitment
  - Serve as Prayer Warriors for MCA staff, students and families
- Reading Buddies (EEC contact Lindsay Calloway at [lindsay.calloway@fbcit.org](mailto:lindsay.calloway@fbcit.org), ext 164)  
(LS contact Lynn Laney at [lynn.laney@fbcit.org](mailto:lynn.laney@fbcit.org), ext. 179)
  - Reading Buddies Training September 7, 2011
  - Weekly commitment for 1-2 hours
  - One on one reading with a TK through 1st grade student
- Room Mom
  - Contact individual teacher for more information
- T.R.I.P Tuition Reduction Incentive Program (contact Dana Bostic at [dana.bostic@fbcit.org](mailto:dana.bostic@fbcit.org), ext 103)
  - Scrip Program – purchase gift cards through T.R.I.P. to do everyday shopping & receive tuition assistance
  - Your family earns money just by making their regular household purchases. But instead of paying with cash or credit, you use prepaid gift cards from America's favorite and most trusted retailers
  - Each gift card contains percentage rebate that when used is applied to your family tuition account
  - 8-10 volunteers needed
- Warrior Zone—School Store (contact Kristin Hildebrand at [kristin.hildebrand@fbcit.org](mailto:kristin.hildebrand@fbcit.org), ext.212)
  - Weekly commitment / set hours
  - Assist in school store: selling MCA apparel & school supplies, setting-up displays, folding apparel, assisting customers, etc.
  - 2 parents needed per shift
  - Tuesday / Thursday: 7:45am-8:30am & 2:30pm-3:30pm
  - Home sporting events & special school events: help with set-up for event, assisting customers, selling apparel, etc

## Specific Opportunities

- Beautification Day - October 8, 2011(8am-12pm)
  - Work with various Upper School Groups
  - Landscaping & general cleaning and maintenance around MCA campus
- Book Fair – April 16-20, 2012 (contact Monique Pouges at [monique.pouges@fbcit.org](mailto:monique.pouges@fbcit.org), ext. 114)
  - During school hours & some after school hours
  - Event set-up and breakdown
  - Assist LS students with finding and buying/checking out reading materials
- Class Parties
  - Contact Individual Teacher for Times and Dates
- Cornerstone Fund Kick-Off - Sept. 19, 2011 – Oct. 14, 2011 (contact Dana Bostic at [Dana.bostic@fbcit.org](mailto:Dana.bostic@fbcit.org), ext 103)
  - During school hours (8:30am-10:30am)
  - Commitment of 1 day a week during 4 week campaign
  - Assist with classroom collections: collect, sort, count, record & data entry
- Cornerstone Mall Trips - November (contact Becky Sutton at [becky.sutton@fbcit.org](mailto:becky.sutton@fbcit.org), ext. 124)
  - Chaperoning
  - During school hours
- Drama Production - October 20, 2011 and March 20, 2012 (contact Gina Ingrassia at [gina.ingrassia@fbcit.org](mailto:gina.ingrassia@fbcit.org), ext186)
  - During & after school hours
  - Set-up, create & decorate props and costumes, assist in production
- Field Day - May 3 & 4, 2012 (contact Dennis Brown at [dennis.brown@fbcit.org](mailto:dennis.brown@fbcit.org), ext.140)
  - During school hours
  - Assisting in set-up/tear-down and running of events
- Field Trips
  - Dates and times determined by individual teachers
  - Chaperoning
- Golfers' Challenge - April 27, 2012 (contact Dana Bostic at [dana.bostic@fbcit.org](mailto:dana.bostic@fbcit.org), ext. 103)
  - During & after school hours
  - Help solicit sponsors for tournament
  - Help day of event: set-up/clean-up, lunch & dinner, registration/check-in golfers, on course as witness for Par 3 hole-in-one, drive beverage/snack cart on course
- Homecoming Event - January 6, 2012 (contact Becky Sutton at [becky.sutton@fbcit.org](mailto:becky.sutton@fbcit.org), ext. 124)
  - During and after school
  - Set-up and decorating for dance; Assisting with refreshments
- Homecoming Dance (Upper School) - January 6, 2012 (contact Michelle Ferguson at [michele.ferguson@fbcit.org](mailto:michele.ferguson@fbcit.org), ext. 155))
  - During & after school hours
  - Set-up/clean-up and decorate for dance
  - Assist with refreshments; Chaperone
- International Luncheon (Middle School) - March 16, 2012 (contact Becky Sutton at [becky.sutton@fbcit.org](mailto:becky.sutton@fbcit.org), ext. 124)
  - Celebrate with foods from different countries
  - Preparing and organizing food
  - Set-up and clean-up
- Middle School Olympics - March 30, 2012 (contact Becky Sutton at [becky.sutton@fbcit.org](mailto:becky.sutton@fbcit.org), ext. 124)
  - Students compete in academic events
  - During school hours
  - Set-up/clean-up, assisting with games, chaperone

- Night of the Arts - April 19, 2012  
 (LS contact Michele Plyler at [michele.plyler@fbcit.org](mailto:michele.plyler@fbcit.org), ext. 105)  
 (US contact Pam Dolin at [pam.dolin@fbcit.org](mailto:pam.dolin@fbcit.org), ext. 125)
  - Showcases students involved Fine Arts programs
  - General set-up/clean-up for event (day of & day after event, during school hours)
  - Much assistance needed for LS & US art dept. - during & after school hours and prior to & after event date)
  - Prep work & displaying of student artwork
- School Photography Day (contact Becky Sutton at [becky.sutton@fbcit.org](mailto:becky.sutton@fbcit.org), ext. 124)
  - Senior Pictures -August 25, 2011
    - Helping the Seniors get ready for their pictures and assisting the photographer fill out photo form cards
  - Fall Pictures (All Students) - September 27, 2011
    - Keeping classes in order; Assisting photographers fill out photo form cards
  - Fall Make-up Pictures (All Students) - November 8, 2011
    - Keeping classes in order; Assisting photographers fill out photo form cards
  - Spring Pictures (All Students) - March 20, 2012
    - Keeping classes in order; Assisting photographers fill out photo form cards
  - Senior and K-5 Cap and Gown Pictures - April 24, 2012
    - Assisting students getting ready for the pictures, keeping class in order, assisting photographer fill out photo form cards
- Science Day - October 14, 2011
  - Set-up and tear down; General Assistance
  - Assisting classes going to and from activities
- Senior Breakfast - June 1, 2012  
 (Contact Mika Edwards at [mika.edwards@fbcit.org](mailto:mika.edwards@fbcit.org), ext. 144, Carrie Laughridge at [carrie.laughridge@fbcit.org](mailto:carrie.laughridge@fbcit.org), ext. 102)
  - Set-up and clean-up; Decorating for the event
- Springalooza - May 10, 2012 (contact Dana Bostic at [dana.bostic@fbcit.org](mailto:dana.bostic@fbcit.org), ext. 103)
  - Annual spring festival and silent & live auctions
  - Help day of event with set-up/decorating (8am-until?)
  - Work a shift (typically 1 hour) during event at MCA merchandise booth, ticket booth, silent & live auction area
  - Clean-up and breakdown of tents & tables after event
  - Solicit donations for silent & live auctions
  - Work with classes create unique art projects for silent auction
- Talent Show - March 16, 2012 (Upper School students)  
 (contact Michelle Ferguson at [michelle.ferguson@fbcit.org](mailto:michelle.ferguson@fbcit.org), ext. 155 )
  - During & after school hours
  - Help with set-up/clean-up, organizing, general assisting
- Teacher Appreciation Week - May 1-4, 2012(contact Jan Kenley at [thekenleyclan@aol.com](mailto:thekenleyclan@aol.com))
  - During school hours
  - Help with planning, coordinating, organizing activities and events throughout the week for staff of MCA
- Jr./Sr. Formal - April 27, 2012 (contact Michelle Ferguson at [michele.ferguson@fbcit.org](mailto:michele.ferguson@fbcit.org), ext 155)
  - During & after school hours
  - Help with set-up, decorating, refreshments, general assistance, clean-up
- Father/Daughter Sweetheart Ball - February 10, 2012  
 (contact Shelly Schwitzerlett at [shelly.schwitzerlett@fbcit.org](mailto:shelly.schwitzerlett@fbcit.org))
  - During & after school hours
  - Set-up, decorate, help with refreshments, clean-up, etc.