

Monsignor Slade Catholic School

— 1954 —

MISSION STATEMENT

The mission of Monsignor Slade Catholic School is to promote Catholic faith and intellectual development in our students. We do this by teaching about and modeling the precepts of the Catholic faith, as well as challenging our students with a rigorous course of study. We do this so that they will use their faith, knowledge, and skills to shape their futures positively and work for the benefit of the whole society.

Weekly Update

November 25, 2016

Upcoming Events:

- Sunday, 11/27
 - First Sunday of Advent
- Monday, 11/28
 - Apopka toy drive ends
- Tuesday, 11/29
 - Apopka toys prepared for shipment
 - Band rehearsal, MPR: Concert – 7 p.m., Symphonic – 8 p.m.
- Wednesday, 11/30
 - Apopka toys shipped
- Friday, 12/02
 - Fall Sports Assembly, 1:30 p.m., Auditorium

Important News and Notes:

- **Super Slade winners for the week of November 21st:**
 - Kara Mehta – Concern for Others
 - David Eberling - Concern for Others
 - Brent Rueppell – Hard Work
 - Allison Mehta - Responsibility
 - Danielle Gargano - Responsibility
 - Antonio Succi – Responsibility
- **Our Apopka Toy Drive ends on Monday, November 28th!** Last chance to send in toy donations is November 28th! Thank you to all of our families that have sent in toys and gifts for our Apopka Toy Drive. It's almost done! You only have until Monday, November 28th to bring in donations, as we will be packing on Tuesday and shipping the toys out on Thursday. Take advantage of those black Friday deals and purchase a toy or gift for this service project, if you can. Thank you once again for your support!
- **2016-17 Yearbook for sale** – Please see the Yearbook Order Form attached for information on how to order!

Accolades and Achievements:

- Each year, the Veterans of Foreign Wars (VFW) sponsors the **Patriot's Pen writing contest**. Current 8th graders of Monsignor Slade Catholic School participated in the contest. This year, the theme was "The America I Believe In." Prizes are awarded at the school, VFW Post, District, MD Department, and National levels.

This year's winners at the school level are: 3rd Place – Courtney Ciampini, 2nd Place – Tori Morris, and 1st place – Nick Llerena. Our school level winners will receive a check in the amount of \$50 for 3rd place, \$75 for 2nd place and \$100 for 1st place.

The VFW is nearly finished judging the essays and will soon announce the Post level winners. Hopefully, some of our 8th graders will be among those winners and will go on to compete at higher levels.

Congratulations to our school level winners and thank you to all who participated.

Grade Level Reminders:

- **8th Grade Parents – High School Placement Test Reminder** – Please remember to register your 8th grade student to take the HSPT on either December 3 or December 10. Families may complete their registration at <https://baltimore.stsusers.com>.

HASA Happenings:

- **Mixed Bag Delivery:** Please pick up your Mixed Bag items on Monday, November 28th, between 1 p.m. and 4 p.m. Weather permitting; we will be set up by the car port on the parking lot. If someone else picks up your child, make sure they know to pick up your order as well. If your child is in Extended Care, your items will be in the cafeteria when you pick up your child. If you have any questions, please contact Paul Balassa at Paul.balassa@gmail.com. Thank you for supporting this fundraiser!
- **Only Two More Weeks Until Christmas at Slade!** Santa Claus is coming to Slade!!! Don't miss the opportunity to join Santa for breakfast on Sunday, December 11th, at 9 a.m. or 11 a.m. Also, enjoy games, Santa's Secret Workshop, the famous basket raffle, photos with Santa, Santa's Sweet Shoppe, and the book fair. The ticket order form for our Breakfast with Santa is attached!

Elf Mom: Christmas at Slade is **still looking** for a volunteer to be this year's Elf Mom. Interested parties must be STV/STAND compliant. The Elf Mom is responsible for sending home letters and organizing current 5th grade student volunteers (elves) to help serve at the pancake breakfast during Christmas at Slade. This individual would also work the event with the students. A total of 8 service hours can be earned by fulfilling this position.

Cash Raffle: Only two weeks left until the drawing for our Fall Cash Raffle. **Please turn in all your sold raffle tickets as soon as possible.** If interested, you can request more tickets by completing the order form below. Who wouldn't want some extra cash for the holidays?!!!

Volunteers for Christmas at Slade: Volunteers are still needed to work for our annual Christmas at Slade event on Sunday, December 11th. Satisfy your service hours and support this great community-building event. All volunteers must be STV/STAND compliant. If you are interested in working this event, you can sign up at: <http://www.signupgenius.com/go/20f0d4faba729a0fb6-christmas> Please contact Martha Sidlowski at sidlow@verizon.net with any questions.

- **Christmas at Slade Theme Basket Raffle** – Please review the attachment below for information on the 35 wonderful theme baskets for raffle during this year's Christmas at Slade festivities. The ticket order form is also attached for your convenience. Good luck, everyone, and thank you for participating!



Attachments included:

- Calendar and Menu for December 2016
- 2016-17 Yearbook Order Form
- Christmas at Slade - Breakfast with Santa - Ticket Order Form
- Cash Raffle Ticket Order Form
- Christmas at Slade Basket Raffle Info – Detailed List of Baskets for Raffle
- Christmas at Slade Basket Raffle Ticket Order Form
- Athletic Council vacancies:
 - MedKit Coordinator – Letter of Intent
 - Treasurer – Letter of Intent





Advent: the time to listen for footsteps – you can't hear footsteps when you're running yourself. ~Bill McKibben



December 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3 High School Placement Test
4 BINGO Knights of Columbus Doors open at 12:30 p.m. Early Bird at 1:00 p.m. Games begin at 1:30 p.m.	5	6	7 BOOK FAIR Chorus Concert and Christmas Pageant 7 p.m. Gr. K, 1 & Intermediate Chorus	8 In-school Mass	9 Bag Lunches - Gr. 7 & 8 Student Bake Sale Progress Reports distributed	10 High School Placement Test HASA Sports Cards & Collectibles Show
11 Christmas at Slade 9 a.m. - 1 p.m.	12	13	14 Band Christmas Concert 7 p.m.	15 In-school Band Concert	16 Honor Roll Assembly	17
18 BINGO Knights of Columbus Doors open at 12:30 p.m. Early Bird at 1:00 p.m. Games begin at 1:30 p.m.	19	20	21 Christmas break begins HALF-DAY Dismissal 12:15 p.m.	22 CHRISTMAS HOLIDAYS SCHOOL CLOSED	23	24
25 Christmas  	26	27	28	29	30	31

December
Monsignor Slade Lunch Menu
Tommy's Food Service "Great Food for Great kids"

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Cheeseburgers, French fries, Broccoli	2 Pizza Day 
5 Baked Ziti, meatballs and side salad	6 Chicken Nuggets, French fries, Carrots	7 BBq chicken wings or breast, mashed potatoes, green beans	8 Corn Dog, French Fries, Carrots	9 Pizza Day 
12 Chicken Nuggets, French fries, Carrots	13 Rotini w/marinara sauce, meatballs, Side Salad	14 Cheeseburgers, Homemade Mac and cheese, Broccoli	15 Pancakes, French toast, Sausage, tater tots, Baked cinnamon apples	16 Pizza Day 
19 Chicken sandwich, French fries, Carrots	20 Pizza Day 	21 School Closed	22 School Closed	23 School Closed
26 School Closed	27 School Closed	28 School Closed	29 School Closed	30 School Closed

Combo lunch is \$4.00 and includes the entrée, side, choice of milk or juice. Hotdog or Grilled cheese combo is \$4.00 and includes sandwich, sides (i.e. veggie, starch) and milk or juice. Available daily: Variety of subs, hotdog, and grill cheese sandwiches, homemade soups, pretzels and freshly baked cookies daily. We also have ice cream on Tuesday & Friday (on Pizza day). We do not deep fry any food. Prices and menu may change without notice.

A LA CARTE PRICE LIST ONLY A variety of these items are available daily

Hotdog	\$2.50	Beverage:		Chicken Patty Sandwich	\$3.00
Grilled Cheese	\$2.50	Milk or juice	\$0.75	Chicken tenders (3pcs)	\$2.50
Turkey & Cheese Sub	\$3.00	Bottled water	\$1.00	Chicken wings (4pcs)	\$3.00
Ham & Cheese Sub	\$3.00	Gatorade	\$1.25	Cheeseburger	\$3.50
Homemade Soup:	\$1.75	Cookies	\$0.85	Corndog	\$2.50
chicken noodle		Potato Chips (1oz)	\$0.85	Philly cheesesteak	\$3.00
tomato		Sun Chips (1.5oz)	\$0.85	Pizza (1 slice)	\$2.00
cheesy potato		Pretzel	\$0.85	Soft beef taco (1)	\$1.00
Assorted Salad:	\$3.50	Fresh Fruit	\$1.00	Mac N Cheese	\$2.50
Greek, Chicken, Tuna, or Egg				Ravioli (7 pcs)	\$3.00
Sides:				Yogurt (Yoplait 4oz)	\$1.00
French Fries or Tater tots	\$2.50			Cinnamon bun	\$1.50
Rice or Mashed potato	\$2.50				
Buttered noodles	\$2.50				
Veggie	\$1.00				

Please E-mail us at lunch@msladeschool.com for any inquiries. Visit our website www.tommysfoodservice.com for more information.
 Thank you, Tommy and Linda

YEARBOOK ORDER FORM

2016-2017 School Year



Please find below a clip-off to order your yearbook(s) for the 2016-2017 school year. If you desire to receive a yearbook for this school year, we must receive an order form with payment.

The cost of the yearbook is \$22.00, and must be paid at the time the book is ordered. If you would like to order a yearbook, please fill in the order form below.

REMEMBER: Eighth grade students do not need to order a yearbook. The cost of the yearbook will be included in their graduation fees.

Please send this order form, along with a check made payable to M.S.C.S., in an envelope marked, "Yearbook Order, Attention: Mrs. Kathie Sullivan".

Please send order to: "Yearbook Order, Attention: Mrs. Kathie Sullivan"

2016-2017 YEARBOOK ORDER FORM

I would like to order _____ yearbook(s). Each book is \$22.00

(Please note: Eighth grade students do not need to order a yearbook. The cost of the yearbook is included in the graduation fee.)

Signature Parent/Guardian: _____

Student: _____ Homeroom: _____
please print

TICKET REQUEST FORM



❄️
Sunday,
December 11th
9am-1pm
 ❄️

Adult: \$9.00 each

Child: \$6.00 each
(ages 3-11)

Children 2 & under:
❄️ **Free** ❄️

Parent(s) Name(s) _____ Phone _____

Email address _____

Child's Name _____ Homeroom _____



CIRCLE
YOUR
SEATING
PREFERENCE

9_{am}

11_{am}

of Adult Tickets (12 & older) _____ x \$9.00 = _____

of Child Tickets (3-11 yrs) _____ x \$6.00 = _____

of Children 2 or under _____ Free = _____

TOTAL # of Tickets _____ **TOTAL \$** _____

Please make checks payable to MSCS ❄️ Return to school ATTN: CAS Ticket Order

Raffle Ticket - Order Form

Name : _____

Do not complete

Homeroom: _____ Date: _____

date order filled:

of tickets: _____

filled by:

Parent Signature

Please send in via kid mail, orders will be filled weekly and sent back home via kid mail. Please return unsold tickets by 11/22/2016

Raffle Ticket - Order Form

Name : _____

Do not complete

Homeroom: _____ Date: _____

date order filled:

of tickets: _____

filled by:

Parent Signature

Please send in via kid mail, orders will be filled weekly and sent back home via kid mail. Please return unsold tickets by 11/22/2016



**CHRISTMAS AT SLADE
BASKET RAFFLE
December 2016**

We are proud to announce that we have 35 wonderful theme baskets to be raffled this year! You will find there is something for everyone! A special thank you to our generous sponsors reflected on the attached list of baskets!

The baskets will be on display in the Multi-Purpose Room at Christmas at Slade on Sunday, December 11th. Ticket sales will end at 12:15 p.m. on December 11th with winners being announced starting at 12:45. You are not required to be present to win a basket. Baskets containing alcohol, however, must be picked up by someone 21 years of age or older.

Tickets will be available for purchase through kid mail until December 7th and again at Christmas at Slade. If sending through kid mail, please address to "CAS Theme Basket Raffle". Don't miss your opportunity to win one of these fabulous baskets!

A complete basket list and tickets for the Annual Theme Basket Raffle are attached. Cost of tickets: 1 for \$3.00, 2 for \$5.00, or 4 for \$10.00.

Checks should be made payable to MSCS. If you would like additional tickets, please contact Michele Rebstock at (443) 794-2725. Good Luck!!

THEME BASKETS FOR RAFFLE

Basket #1-Maryland Favorites - Donated by the Nauman Family

Old Bay Cheese Curls, Utz Crab chips, Fishers Popcorn, 1 bottle of Boordy Vineyards White Zinfandel, Old Bay seasoning Large and small, Natty Boh 6 pack, Orioles crab bucket, Coozie, 2 Orioles cups, Oriole car flag, Cow tales, McCutcheon's Cranberry Orange marmalade, Ravens fan plaque, Ravens Christmas ornament, Package of Bergers Cookies, Maryland State Flag socks

Basket #2-Mission Accomplished - Sponsored by Mission BBQ

Mission BBQ water bottle, 2 bumper stickers, fillable sauce bottle good for one free refill, \$25 Gift Card, 2 ink pens, Coozie, Cheerwine Soda

Basket #3-Special Moments - Pandora Jewelry - Donated by the Moore Family

Pandora Bangle with charms and Pandora Necklace

Basket #4-Charge It!

Charge Hub 7 Port USB Universal Charging Station
7 port charge hub, \$30 iTunes Gift Card

Basket #5-Time to Get Fit

Fit Bit Blaze Smart Fitness Watch

Basket #6-Let's GO GAELS!- Sponsored by Mount Saint Joseph High School

"Building Men Who Matter" book, Champion shorts with Mt. St. Joe logo, logo T-shirt, logo Under Armour hat, logo deck of cards, logo lanyard, logo lounge pants

Basket #7-Chocolate Lover's Basket - Donated by the Briggs Family

Melting Pot \$20 Gift Card, Chocolate Spa Facial Kit, Chocolate Cream Covered Biscuit Sticks, Cocoa Connection Rice Krispie Treats, Chocolate Truffles, White Chocolate Block, Chocolate Gummy Bears, Twin Bing Candy, Chocolate Truffle Cocoa Mix, Sea Salt Peren Caramel Melts, Caraomochi candy, 5 Chocolate Squares; Sea Salt, Milk Chocolate, Orange, Dark Chipotle

Basket #8-White Lightning - Donated by the Sidlowski Family

Gift Certificate for One Dental Whitening Session at
Chesapeake Cosmetic & Family Dentistry

Basket #9-Future Engineer Basket- Donated by the Topper Family

K'nex kit double doom roller coaster, Snap Circuits Jr. Electronics Kit, Robot Turtle little programmers game, "Kitchen Science" lab book, "Who Was Isaac Newton" book

Basket #10-Pump Up the Beat

1 Pair of Beats Headphones

Basket #11-Basket of Cheer! – Donated by the Marshall & Makarovich Families

Fleishmann's Royal Cherry Vodka, Pinnacle Vodka, Dekuyper Grape Pucker Schnapps, Epic Citrus Vodka, Breca Garnacha Old Vines Wine

Basket #12-CAV Spirit – Sponsored by Archbishop Spalding High School

ASHS hot/cold tumbler, ASHS 50th anniversary baseball cap, ASHS Christmas ornament, ASHS cold cup, ASHS t-shirt, ASHS lanyard, ASHS tote bag

Basket #13-Martial Arts & Self Defense – Donated by the Silva Family

Conquest Academy BJJ One month of kids classes (\$219.00) value, bumper sticker, 2 magnets, kids t-shirt sz.10/12, drawstring backpack, Sunglasses and 2 pens

Basket #14-All Blinged Out!

\$20 Cottage Gift Card – Donated by The Cottage – Severna Park

Alex & Ani Limited Edition Silver Wings of Change – "Charity BY Design" – *20% of the Purchase has been donated to the American Heart Association*

Alex & Ani Limited Edition Stand Up to Cancer – Yellow Gold. "Charity BY Design" – *20% of the Purchase has been donated to the Stand Up to Cancer Foundation*

Basket #15-Thirty-One – Donated by the Adelsberger Family

\$25 Dunkin Donuts GC, Thirty One Tervis with lid, Starbucks mug, Starbucks coffee press, Thirty-One caddy

Basket #16-Eat 'Mor Chick'n! Mystery Basket-

Sponsored by Arundel Mills Chick-Fil-A

Basket #17-Severna Park Fitness – Donated by the Badro Family

3 Month Membership with full use of club, 1 FREE personal trainer session, 2 FREE drinks at Café, Beginner Tango class, SPRFC white polo shirt, SPRFC blue polo shirt, Puma ladies no show socks, SPRFC water bottle, Under Armour headband, 2 drawstring logo backpacks, ribbed foot massage roller, elastic pink sports tape

Basket #18-Wine & Candlelight- Donated by the Toth-Fejel Family

4 Bormioli fluted wine glasses, Aromatique Bergamot Orange candle, Parkers Estate Chardonnay, Chateau St. Jean Pinot Noir, Purple Moon Merlot, 4 pack of ceramic coasters

Basket #19-Dinner & A Movie! - Sponsored by Hoyt's Cinema

4 Tickets to Hoyts Cinema, Linthicum, MD

Assorted movie size boxed candy, Popcorn Bowl, 4 Glory Days glasses, \$20 Gift Card & 2 free appetizers to Glory Days Grill

Basket #20-Taste of Anne Arundel County – Sponsored by:

Bill Bateman's Bistro- \$20; Glory Days Grill - \$20 with 2 logo glasses; Brian Boru Irish Pub - \$25; Lista's Grill - \$30; Starbucks - \$5 with ceramic travel mug; Brusters \$10; Anne Arundel Seafood – 2 Platters

Basket #21- Tool Time! Sponsored by Lyon, Conklin & Co., Inc. Brock King and Brian Donovan

Tool bag, 25' tape measure, hacksaw, nut drivers, 25' extension cord, lg. waterproof winter gloves, 6 in 1 tool, double locking folding utility knife, super wide 8' adjustable wrench, claw hammer

Basket #22-Pamper Me Basket- Sponsored by Rumors Salon & Spa

Terry cloth open toe slippers, pink gel eye mask, Exfoliating bath gloves, Moroccan hair oil, purse size emory boards, Bare Minerals mascara sample, Biolage conditioner sample, Moroccan hand cream, Moroccan intense hydration hair mask, Matrix Rock it texture conditioner and shampoo, Matrix Hair Spray

Basket #23-Say Cheese!

Fuji Instax Blue Mini 8 Instant Camera, 60 exposure Mini Film pack

Basket #24-Have a Ball!

Louisville Slugger Plastic Bat & Ball Set; Wilson Soccer Ball; Penn tennis balls, Wilson Basketball; Wilson Football, Sturdy Plastic Utility Tub with handles; \$25 Dick's Sporting Goods Gift Card

Basket #25-Who Wants to Play a Game? –

Pie Face, Jenga, Hedbanz, Clue, Monopoly, Deluxe Chinese checkers, Uno & \$25 Under Armour Gift Card

Basket #26-A Jousting Good Time -- Donated by Medieval Times

2 tickets to Medieval Times Dinner & Tournament

Basket #27-Shop 'til You Drop - Donated by the Rebstock Family

\$50 Nordstrom Gift Card; \$50 American Eagle Outfitters Gift Card; \$25 Zumiez Gift Card; \$50 Journeys Gift Card; \$20 Chipotle Gift Card; \$ 10 Menchie's Gift Card

Basket #28-Enjoy Christmas Spirit – Slade Style – Sponsored by Mamma Lucia's

4 Reserved Seats to Slade's Christmas Band Concert; \$25 Mamma Lucia's Gift Card

Basket #29-Welcome Spring! – Sponsored by Ledo Pizza Pasadena

4 Reserved Seats to Slade's Spring Band Concert; \$20 Ledo Pizza Gift Certificate

Basket #30-Warm up to a Good Book - Donated by Mrs. Ward

LARGE assortment of 25 children's books; Stuffed Paddington Bear

Basket #31-Chocolate Fun Basket - Donated by Mrs. Ward

Chocolate candy melter, divided insert, candy wafers, candy molds, lollipop sticks, skewers, decorating candies, chocolate dessert cups, graham crackers, marshmallows, pretzels, \$50 Gift Card to The Melting Pot

Basket #32-Pampered Chef Holiday Baking Basket for ages 8 & Up- Donated by the Calzado Family

Emoji Cookie Cutter Set, Stackable Measuring Cup Set, Funny Face Kitchen Scraper, Mixing Bowl, Mini nylon serving spatula, Personal size 8 1/2" baking stone, pizza cutter, cutting mat, rolling pin

Basket #33-GO SAILORS! - Donated by Mount de Sales Academy

Cloth MDSA tote bag, MDSA Seat Cushion, MDSA spiral notebook, MDSA knit hat, MDSA fleece blanket, MDSA magnet, MDSA drink tumbler

Basket #34-Winging It!

2 Buffalo Wild Wings Jersey style shirts, \$20 BWW Gift Card & 6 Pack Guinness Beer

Basket #35-Go Friars! – Donated by Archbishop Curley High School –

Logo Gear and Spirit Wear from Archbishop Curley High School

Thank you to our generous sponsors listed above and families who provided individual donations – Stephen Family, Hudson Family, Trimble Family, Toth-Fejel Family, Williams Family, Garner Family, Keller Family & Czyzewski Family. Sincerest thanks for your generosity!!

**Christmas at Slade
Basket Raffle**

Basket Theme Number:_____

Name:_____

Phone:_____

NEED NOT BE PRESENT TO WIN!
1 for \$3.00; 2 for \$5.00; 4 for \$10.00

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Basket Theme Number:_____

Name:_____

Phone:_____

NEED NOT BE PRESENT TO WIN!
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Basket Theme Number:_____

Name:_____

Phone:_____

NEED NOT BE PRESENT TO WIN!
1 for \$3.00; 2 for \$5.00; 4 for \$10.00

Letter of Intent
MEDKIT COORDINATOR
Monsignor Slade Athletic Council

Position to be filled: MedKit Coordinator

To be eligible for this position, the candidate must be 21 years of age or older and have children currently enrolled at Monsignor Slade Catholic School.

Eligible and interested candidates should provide the following information by **December 1, 2016** to: sladeacpresident@gmail.com or mail to: *Monsignor Slade Catholic School, Attn: Athletic Council President, 120 Dorsey Rd, Glen Burnie, MD 21061.*

- Full name, address, and phone number
- Names and grades of children enrolled at Slade
- Provide in **one page or less**, why you are interested in the position of MedKit Coordinator and why you would be an asset to the Athletic Council at Monsignor Slade Catholic School.

Qualified candidates will be invited to the January 18th, 2017 Athletic Council meeting to provide a brief statement supporting their interest in the vacant position. A selection will be made at the January meeting.

Participation as a MedKit Coordinator on the Council requires attendance at all regular and special (upon invitation) Council meetings and participation in council activities in general. Absence for three consecutive Council meetings will result in automatic removal from participation on Council unless a quorum of voting members present at a meeting overrules this action.

The MedKit Coordinator shall:

- A. Distribution of medical kits to each sports team in season prior to the start of the first practice.
- B. Collection of medical kits from each sports team at the end of each season.
- C. Maintain an inventory of all medical kits in the program and a list of standardized contents and their quantities for each kit and the total program. In the event that a sport should require kit contents more specific or specialized than what is standard issue, the MedKit Coordinator shall provide the items for that particular sport during that season.
- D. Maintain a list of which kits were distributed to which teams.
- E. Inventory of all returned kits at the end of each sports season.
- F. Restock of all kit contents back to standard kit quantities.
- G. Maintain an operating budget for restocking of kit contents and provide a monthly update on the program during the attendance of the Athletic Council meetings.
- H. Periodic evaluation of the need for additional items that may be sport specific or additions to the standard item list.
- I. Work with each sport Commissioner to coordinate basic First Aid training for all coaches and assistant coaches on an annual basis prior to the start of each sports season (*If the program manager is not able to provide the training first hand then it will require additional resources from personnel capable of providing the specific training*).

Letter of Intent
Monsignor Slade Athletic Council
July 1, 2017 – June 30, 2020

Position to be filled: Treasurer

To be eligible for this position, the candidate:

- Must be 21 years of age or older
- Have children currently enrolled at Monsignor Slade Catholic School
- Working knowledge of Microsoft Excel and QuickBooks is a plus

Eligible and interested candidates should provide the following information by **December 1, 2016** to: sladeacpresident@gmail.com or mail to: *Monsignor Slade Catholic School, Attn: Athletic Council President, 120 Dorsey Rd, Glen Burnie, MD 21061.*

- Full name, address, and phone number
- Names and grades of children enrolled at Slade
- Provide in **one page or less**, why you are interested in the position of treasurer and why you would be an asset to the Athletic Council at Monsignor Slade Catholic School.

Qualified candidates will be invited to the January 18th, 2017 Athletic Council meeting to provide a brief statement supporting their interest in the vacant position. A selection will be made at the January meeting.

Membership on the Council requires attendance at all regular and special Council meetings and participation in council activities in general. Any member absent for three consecutive Council meetings will be automatically dropped from membership unless a quorum of voting members present at a meeting overrules this action.

NOTE: This position requires the incumbent to devote 2-3 hours per month fulfilling their duties at the school, during regular school hours. The remainder of the duties can be performed off-campus.

The Treasurer shall be responsible for the Council financial matters, including, but not necessarily limited to:

- A. Be responsible for the proper receipt and accounting of all council funds and the forwarding of those funds to the school administration
- B. Collect and track all invoices and receipts submitted by the individual sports commissioners and other council members and forward those to the school administration for payment
- C. Maintain a permanent and accurate set of the Council's financial records, which shall be open for examination by any council member and school administration
- D. Prepare and submit a written financial report to the Council at each meeting for inclusion in the monthly minutes. This should include, at minimum, a written monthly accounting for each sport, listing of all receipts and disbursements, since the last meeting as well as a current balance of the overall budget.
- E. Prepare and submit a semi-annual and annual report to the school administration
- F. Collect from each commissioner a proposed operating budget for the following year, and forward those to the school administration.
- G. Process registration refund requests according to the Refund Policy.