

ST. PHILOMENE PARENT CLUB

FAMILY SERVICE HOURS AND FUNDRAISING REQUIREMENT INFORMATION FOR THE 2011/12 SCHOOL YEAR

SERVICE HOURS

Each family is required to complete 30 service hours by February 1, 2012. Families that do not complete this requirement must pay a higher registration fee for the 2012/13. The increase in the registration fee will be calculated by adding \$10.00 for every service hour not worked during the school year.

Below is a list of opportunities to earn service hours. This is not an all-inclusive list and there may be changes throughout the year. New opportunities will be posted in the Newline. Different grades have different needs; consult with teachers and room parents for specific opportunities to earn service hours.

It is up to the school families to track their hours and turn in completed forms to the front office or via email to parentclub@stphilomene.org. Tracking forms are posted on the St. Philomene school website and available in the office. Please complete all fields so we can accurately identify which family to assign the hours.

When the following items are donated parents may claim the hours noted:

Homemade Items:

Brownies 1 hour per batch
Cookies 2 hours per 3 dozen
Desserts 2 hours per dessert

Items purchased for school events:

1 hour per \$10 spent on goods

Activities to Earn Service Hours

Back to School Night refreshments
Classroom Aide
Craft Faire
Faculty Appreciation Luncheon
Family Reading Night
Fundraiser Support (product
sorting/distribution, tallying sales,
follow up calls)
Harvest Dinner

Parent Club Meetings (1hour)
Parent Club Officers (30 hours)
Parish Festival (set up/staffing/clean up)
Room Parent (30 hours)
Sports Coach
Sports Snack Bar
Sports Tournaments
Testing Week (providing healthy snacks)
Yosemite, Westminster Woods, Marin
Headlands (driving or chaperone)

FUNDRAISING

Each family is required to raise \$300.00 through several qualifying school fundraising events by April 30, 2012 or pay the portion not raised by May 30, 2012. For those parents who do not wish to participate in fundraising, the option of paying the entire \$300.00 is also available.

Fundraisers are managed by a Parent Club Member and/or a Room Parent. The assigned chairperson will track the dollars received from each family. The chairperson will submit the fundraiser tracking to the Parent Club for documentation and reporting. It is not the responsibility of each family to submit their fundraising contributions.

Below is a listing of fundraising opportunities. Additions to the listing will be announced through the Newsline.

FUNDRAISER EVENTS

- Annual Auction/Dinner Event
- Entertainment Books
- Front Pew Raffle at Christmas Program
- Harvest Dinner Auction Baskets
- Magazine Sales
- Raffle Tickets for Parish Festival (purchased through school)
- Sally Foster Gifts and Wrapping Paper
- See's Candy
- Used Uniforms

Please note that each fundraiser has an assigned contribution percentage toward the \$300.00 requirement. For example, 100% of the amount spent on Used Uniforms applies to the goal and 40-50% of the amount sold for Entertainment books applies to the annual amount (depending on how many total books are sold for the school). This percentage will be advertised in the fundraiser announcements.

STATUS REPORTING

Families will receive a report of their status for service hours and fundraising on a quarterly basis. The report will be sent home with the youngest child on the last Monday of the quarter.

If you have not received your family status report or have questions about the report, please contact the Parent Club at 489-5466 3# or via email at parentclub@stphilomene.org