



**St. Rose of Lima Catholic School
Home & School Association
2017-2018 Policy**

'WE ARE GOD'S PRESENCE TO THE WORLD DEVELOPING EXCELLENCE THROUGH JESUS'

About Home & School Association

The purpose of St. Rose of Lima Catholic School Home and School Association (SRS HSA) is to provide parents with the opportunity of acquainting themselves with all facets of Christian education; foster unity, cooperation and understanding between parents and teachers; promote a cooperative Christian spirit among parish, school and community; and provide financial assistance to the school. Any parent or guardian, who has a student enrolled at St. Rose of Lima Catholic School is a member of the St. Rose HSA and participates in HSA events. St. Rose Faculty and Staff are also members of the HSA.

SRS HSA Officers

- There are four officers: President, Vice President, Secretary, and Treasurer.
- Each officer serves a two-year term.
- Terms are staggered, so that there are always two officers with one year of service experience.
- An officer earns all 7 service points for each year of service.

** If you are interested in any of the positions please contact a present officer for information.**

2017-2018 HSA Officers

President: Shalan Lichnovsky • ***Vice President:*** Lisa Redman • ***Treasurer:*** Paul Zapalac • ***Secretary:*** Tonia Livingston

SRS HSA Meetings

- The second Monday of the month (including summer) at 6:30 PM in the St. Rose Family Life Center Meeting Room
- Learn about upcoming events, past events, school activities, competitions, etc.
- Agendas are distributed via email prior to scheduled meetings
- The Rose newsletters and budget reports are distributed via email a week following scheduled meetings

SRS Home & School Association Subsidy

For the 2017-2018 school year, the cost of educating a student at St. Rose is projected at \$5,700+ per student. Since tuition accounts for less than half of this cost, the remaining balance must come from outside sources. SRS HSA is one of these sources. Therefore, fundraising is a vital function of our school, and we ask that everyone does their part.

SRS Home & School Association Agreement

Your family's decision to volunteer for HSA events is encouraged, but elective. Upon enrolling at registration, you will receive an agreement (See Attachment) on which you will indicate your choice to participate and earn 7 service points under the SRS HSA agreement or pay the full tuition amount of \$5,700. Paying the full tuition amount exempts you from earning service points. SRS HSA fundraising events generate financial support for our school and require numerous workers to be successful. This is also a great way to get to know everyone, communicate and connect in our St. Rose School Family by building friendships, fellowship, and fun!

Event Signup - Signupgenius.com

Signup for SRS HSA events is maintained in an online format at www.signupgenius.com. Periodically, direct links to events will be emailed, but you may also search this website for SRS HSA events with the “Search by Email” link using the email address: srs.hsa@strosecardinals.org. The link to “Find a Sign Up” is located at the top right of the home page. It is recommended that you create your own login. This will allow you to edit or change any of your items which is your responsibility. SRS HSA Officers, School Personnel, and Staff cannot edit shifts that individuals sign up for. It is your responsibility to make any necessary changes.

Service Point System

The system is a thoughtfully organized method that facilitates participation of school families in a collaborative effort to raise funds for our school.

- You earn service points when you work or chair a slot at a SRS HSA event.
 - SRS HSA service points event opportunities begin in June and end in April
 - 1 service point is equivalent to \$200
 - Each shift worked earns the number of service points assigned to that shift in SignUpGenius
- The **FAMILY MAXIMUM** at every event is **2 POINTS** unless serving as an Event Coordinator, Chairperson, Co-Chairperson, or the single slot specifically states a higher value (e.g., the Chicken Frying shift at Praha Veteran’s Dinner is 3 points – only one shift may be worked per family)
- Points above the family maximum can **ONLY** be earned in the following circumstances:
 - Serving as Event Coordinator, Chairperson, or Co-Chairperson
 - Working the Fall Into Step Gala – The FAMILY MAXIMUM is 4 points due to multiple preparation days and number of workers needed to host a successful event.
 - Working beyond the scheduled time or covering a shift in the event of an unforeseen circumstance occurring at the time of event – provided the following criteria have been met:
 - The chairperson of that booth/event approves your time served
 - The extra shift is short workers
 - The entire shift is worked to earn the extra point
 - Only 1 extra point per event may be earned
- Earning Examples:
 - You and your spouse may work at the Hamburger Stand for a shift and earn 2 points (your maximum for this event) or you can work a shift at the Hamburger Stand and your spouse can work a shift at the Ring Toss, and your family will earn 2 points (your family maximum).
 - If you are chairing a booth, you have already earned your point maximum. If your spouse then chooses to work a shift at another booth, no additional point is received. The point value of your chair position is your family maximum for that event. For example, if you chair the Ring Toss and your spouse works a shift at the Hamburger Stand, your family will receive 3 points (the value of the Ring Toss chair position).
- The person signed up to work an event must be an adult, and may include a relative or friend. You may not have your child/student work in your place.
- There may be service hour opportunities for students that signup for SRS HSA sponsored events. This information will be listed on the event signups.
- If you sign up to work a shift, and that booth is shut down before your shift starts, please visit other booths to see if you can provide assistance. If your assistance is not needed, you will still earn your point, but must contact the chair of the booth you were originally signed up for.
- All cancellations or shift changes should be done three days prior to an event by contacting the chairperson, and then making the appropriate change on signupgenius.com.
- You are not limited to 7 points! Throughout the year, there will be many events that may have empty slots available. Please consider volunteering your time for St. Rose. Remember the proceeds benefit your children!

Service Point System Tracking

- SRS HSA event point earnings are entered and tracked in RenWeb, our school management system.
- When you serve at an event, make sure and sign in on the Sign-In Sheet for that booth. If you cannot find it, please ask the chairperson for it. These sign in sheets are record of shifts worked. Please write clearly so that you get proper credit. This is your responsibility. The booth chair turns in their respective sign-ins to the SRS HSA Vice President for final point credit record.
- The SRS HSA Vice President is responsible for keeping track of service points earned.
 - Point statements are issued in August and 3 times during the year to help families know where they served.
 - Statements are also available by request to the SRS HSA Vice President
- Point earnings for each family should be complete by April 30, 2018. At this time you will receive a final statement of earned point values which may also include the following if you did not complete the 7 service points:
 - \$200 fee per unearned point (7 required points – total earned points = unearned points)
 - \$200 fee for not working a mandatory event
 - \$100 fee for not showing up for any shift/s you or your family signed up to work at a mandatory event.
(this would be in addition to the \$200 fee for not working at a mandatory event)
- Special considerations will be given for families that registered in August or later. It may be difficult to meet the service point obligations in this circumstance. We do ask that these families make every effort possible to serve at any remaining SRS HSA events.

Scheduled SRS HSA Events

Ammannsville Picnic	June 18, 2017
St. John Picnic	July 4, 2017
Praha Picnic	August 15, 2017
High Hill Picnic	September 3, 2017
Fall Into Step Gala	September 16, 2017
Praha Veterans Day Dinner	November 5, 2017
<u>Christmas Around The World</u>	<u>December 9, 2017 MANDATORY</u>
Pancake Breakfast	January 28, 2018
Catholic Life Sweepstakes Raffle	During the Fall

- Fall Into Step Gala
 - Each class donates a project for the FIS Gala Silent Auction, to be assigned by the Gala Silent Auction Chair.
- **Christmas Around the World (CATW) – MANDATORY EVENT**
 - All families are required to work at least one shift at this event.
 - Last name begins with A-L: family brings 3 cakes to CATW. Deliver these cakes to the Cake Walk the Saturday of CATW. Make sure when you drop off your cakes, that you sign the list to receive proper credit. Name assignments will alternate each year.
 - Last name begins with M-Z: family brings 3 toys for the Merry Elf Gift Wheel (toy walk) – Please no McDonald toys – These 3 items should be something that your child would like to win or that you as an adult would like to win. Deliver these items to the Merry Elf Gift Wheel the Saturday of CATW. Make sure that when you drop off your items, that you sign the list to receive proper credit. Name assignments will alternate each year.
 - All families are encouraged to contribute to the Czech Bakery. The Czech Bakery Chair will circulate a recommended price sheet for you to refer to when pricing your baked goods.
 - These booths are 100% profit for our school. It is very important for everyone to participate where assigned.

Other SRS HSA Events

- Raffle Ticket Sales
 - A three-hour shift must be worked to earn 1 point
 - Contact the Raffle Chair for date and location approval
 - Raffle Sales shifts are available at various SRS HSA events, and listed on the events of SignUpGenius.
- “Bake It” for a point
 - Option at St. John’s Picnic and Praha Veteran’s Day Dinner
 - To earn 1 point you will need to donate 5 or more cakes and/or other homemade baked items
 - Baked good conversions for 1 cake equals:
 - 24 cupcakes
 - 24 cookies
 - 24 brownies
 - 2 loaves of homemade bread
 - 1 strudel
- \$10,000 Event
 - The event must be presented at an SRS HSA meeting with final approval by advisory council and principal.
 - Plan an event that profits \$10,000 or more in funds.
 - Receive up to 8 points to be divided among the people that planned, coordinated, and chaired the event.
 - Examples include auctions (silent, live, online), dances, meals, etc. Be creative!

Other SRS HSA Volunteerism

Throughout the school year, there will be numerous volunteer opportunities such as a room parent, grandparents day reception, veterans reception, chaperoning, projects, committees, faculty appreciation treats, etc. We appreciate and value you as a member of the St. Rose School family and your time and dedication to our school; it contributes to the success of school programs and provides learning opportunity for our students.



**St. Rose of Lima Catholic School
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2017-2018**

'WE ARE GOD'S PRESENCE TO THE WORLD DEVELOPING EXCELLENCE THROUGH JESUS'

The St. Rose Home and School Association (SRS HSA) serves as a foundation for our school community fostering unity, cooperation and understanding among parents and teachers as well as a source of financial support to our school. Volunteerism and fundraising is vital to our success. The current full tuition cost of educating a student at St. Rose School is \$5,700. Your participation in SRS HSA, to receive the subsidized tuition rate, is elective. To receive the reduced tuition rate, you may agree to earn 7 service points by working SRS HSA events, according to the SRS HSA policy. Events are maintained in an online sign-up format provided by SignUpGenius.com.

Each family is encouraged to participate in SRS HSA by earning the 7 service points; however, you may elect to pay the full tuition amount and exempt your family. Please review both options below and indicate your family's choice when signing.

Option – SRS HSA Events

- Pay the SRS HSA tuition rate:
ECC Parish \$4300 (\$430/ month)
Non-Parish \$4550 (\$455/month)
K-8 Parish \$2900 (\$290/month)
Non-Parish \$3600 (\$360/month)
*(*rates are for 1 student)*
- Earn 7 service points volunteering for SRS HSA events during the 2017- 2018 academic year
- Point earnings are to be complete by April 30, 2018; cash equivalent of unearned points are due as tuition owed to SRS.
One Point = \$200
- Zero points earned will result in tuition being pro-rated to full tuition rate

Option – Full Tuition

- Pay the full tuition rate:
\$5700 (\$570/month)
- Exempt from earning service points at SRS HSA events for 2017- 2018 academic year

Our family chooses the **Full Tuition** option:

Signature

Printed name

Date

Our family chooses the **SRS HSA** option:

Signature

Printed name

Date

**This signed form is due to the school office as part of your complete registration packet. No receipt of form will indicate the Full Tuition option for your family.*

***The expectation is for families to honor the choice they make and complete all service obligations outlined in the SRS HSA Policy.*