

St. Bernard's School Parental Work Obligation and Financial Programs 2012 - 2013

PARENTAL WORK OBLIGATIONS:

1. Each family is required to spend thirty (30) hours in Parental Work Obligation during the school year. A partial list of Parental Work Activities and the amount of credit is listed below (Other activities may qualify but should be cleared in advance with the Principal.)
2. The Parish Fall Festival is a vital part of our support program and each parent must pledge their support and participation for the benefit of the Parish and the School. Therefore, **ten (10) hours** of the Parental Work Obligation program **are required** to be spent working at the festival. These ten hours are to be scheduled at the time of formal registration.
3. The Parental Work Obligation Program is set up to encourage parent involvement in the school. Therefore, parents are asked to complete the hours. Work done by students, friends, etc., cannot be counted toward a family's total (unless there are prior arrangements or in cases of hardship).
4. Hours must be documented by completing the "Parental Work Obligation Form (Blue Card)" located in the school office.
5. Families will be notified of their total hours but are also encouraged to keep track themselves. Hours worked above and beyond the 30 hours required should be reported.
6. By April 30th of the fiscal school year, each family that has not completed the required hours will be assessed at the rate of \$50.00 per hour short. These fees must be paid prior to formal registration.
7. Parental Work Obligation hours will be counted during the school's fiscal year May 1, 2012 - April 30, 2013.

EXAMPLES OF PARENTAL WORK ACTIVITIES AND HOURS:

EVENT	CHAIRPERSON	COMMITTEE MEMBER	EVENT	CHAIRPERSON	COMMITTEE MEMBER
Festival Booth	30 Hours	1 hr. credit/hr. worked	Gift Wrap Sale	20 Hours	1 hr. credit/hr. worked
Spaghetti Dinner	20 Hours	1 hr. credit/hr. worked	Mixed Bag Sale	20 Hours	1 hr. credit/hr. worked
PTC Meetings		1 hrs. credit/person attending	Docent Coordinator	20 Hours	1 hr. credit/hr. worked
Field Trip		Max. 4 hrs. per field trip	Classroom Help		1 hr. credit/hr. worked
Yosemite/Half Moon Bay Field Trip		Max. 8 hrs. per field trip	Student Arrival & Dismissal		1 hr. credit/hr. worked

- ✓ If you are receiving pay or tuition assistance for work activities the hours will not count toward your obligation.
- ✓ Parish activities may count toward your obligation with Principal's approval. Maximum eight (8) hours.

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PARENTAL FINANCIAL SUPPORT OF ST. BERNARD'S PARISH:

St. Bernard's School families are required to support the Parish family at St. Bernard's Church through Mass attendance and weekly envelope use. Families not fulfilling the requirement will be a non-active parishioner and tuition will be based at a higher amount. Actual requirement will be at the discretion of the Principal in consultation with the Pastor.

SUPPORTING FINANCIAL RESPONSIBILITIES:

✓ **SCRIP/FUND RAISERS:**

Profit generated by any mix of SCRIP/Fund Raiser Participation is:

1 Child	\$500
2 Children	\$550
3 Children	\$600
4 or more Children	\$650
Family Buy-Out Option at Registration	\$650

You are encouraged to participate in both the SCRIP/Fund Raiser programs but there is no mandatory amount per program. SCRIP can be purchased on a daily basis. SCRIP Purchases and Fund Raiser participation are tracked from May 1st to April 30th for the school year. Each family will receive a quarterly participation recap, but you are also encouraged to keep track yourselves.

If a family wishes to buy-out the SCRIP/Fund Raiser Participation, the buy-out amount is due at formal registration. Families not meeting their Profit Obligation will be responsible to pay the difference between the Buy-Out Option and their accumulated Profit Obligation. The Buy-Out option does not include the required Tuition Assistance Fundraiser.

Tuition credit for the next school year may be earned by exceeding the current years' profit responsibility. 50% of the excess profit amount may be applied toward next year's tuition.

EVENT	EARNED PROFIT
SCRIP	Percentage per published SCRIP sheet
Gift Wrap Sales	50% of total sales or company policy
Fall Golf Classic	TBD
Fall Golf Classic Hole/Green Sponsor	80% of sponsorship fee
Fall Golf Corporate & Cart Sponsor	TBD
October School Dinner	TBD
October School Dinner Table Sponsor	80% of sponsorship fee
Spaghetti Dinner	50% of ticket price
Spaghetti Dinner Table Sponsor	80% of sponsorship fee
Mixed Bag Sales	Up to 50% of total sales
Spell-a-Thon	80% of total pledges collected

✓ **REQUIRED PARISH/SCHOOL PARTICIPATION:**

- **Parish Fall Festival raffle tickets** - Each family is expected to support the Parish festival by selling or purchasing at least one book of raffle tickets at \$20/book.
- **Spring Tuition Assistance Fundraiser** - Each family is required to support the Tuition Assistance fundraiser by selling or purchasing 2 tickets.
- **October School Dinner** - Each family is required to purchase or sell 2 tickets to the dinner.