

**THE CATHOLIC SCHOOL OF VISALIA, GEORGE McCANN MEMORIAL  
HOME AND SCHOOL ASSOCIATION PARTICIPATION AGREEMENT**

The Home and School Association is the parent club of our school. Parents are asked to work cooperatively, to help in providing a high quality, moderately priced Catholic education for our children. Money raised contributes directly to the daily operation of our school and supplemental tuition for all families. The Home and school Association is designed to bring families together, foster spiritual and educational growth, and to contribute to the financial stability of our school.

To meet these designated objectives, the Association needs all families to participate actively so that all families benefit. The mandatory minimum requirements are:

1. Annual SCRIP obligation for all families, including SCRIP HOURS, SCRIP ASSESSMENT and SCRIP EARNED PROFIT.
2. A 50 hour active participation in fundraising and school activities.
3. An obligation to purchase and or sell 2 OUR LADY OF FATIMA RAFFLE TICKET BOOKS AND (4) TICKETS TO GMC FUNDRAISING EVENTS per year.
4. An obligation to attend the Our Lady of Fatima Celebration (Attendance at the Saturday night rosary procession is highly encouraged.)
5. Mandatory attendance at two (2) H.S.A. meetings per family.

**SCRIP**

The SCRIP PROGRAM is our ongoing fundraiser and participation is mandatory for all families. The Scrip program details and its requirements are explained in detail in the Scrip Handbook.

**GMC SCRIP ASSESSMENT**

The 2015/2016 school year SCRIP ASSESSMENT will be \$100.00 per family which is due and payable in full on or by September 30<sup>th</sup> and \$100.00 in earned SCRIP PROFIT which is due by March 31<sup>st</sup>. Remaining balance of \$100.00 scrip profit due at the end of the school year. Failure to make the assessment payment by September 30th will result in a late fee charge of \$25.00 and delinquent account and the student/s will not be allowed to re-enroll to GMC until payment has been received.

**TICKET COMMITMENT**

To ensure the success of our fundraising efforts, it is required that every family either buys and/or sells **2 OUR LADY OF FATIMA RAFFLE TICKET BOOKS AND (4) TICKETS TO GMC FUNDRAISING EVENTS per year.** When selling tickets to another GMC family, only one family can claim credit, either the buyer or the seller. Tickets purchased for the Fatima Raffle, The GMC HSA Ball, and Mother's Day Luncheon are the only fundraisers that fulfill this commitment.

**HOME AND SCHOOL ASSOCIATION MEETINGS-** a minimum requirement of attendance at 2 regularly scheduled H.S.A. monthly meetings, (If husband and wife attend the same meeting, this will only be considered as credit for attending one meeting.)

## **HOURS REQUIREMENT**

Of the 50 hours required to meet your minimum commitment, the break down is as follows:

15 hours minimum –Scrip staffing.

20 hours-Home and School fundraising activities. Of these 20 hours, 10 hours must be spent working the Our Lady of Fatima celebration. The Our Lady of Fatima hours would include any time spent: setting up, cooking, serving, working a carnival booth, baking goods for the bake sale, working the auction, bread baking, or any other activity associated with this event. (Maximum of 5 baking hours). Walking in the Our Lady of Fatima parade will be considered Fatima time, but a maximum of 2 hours will be allowed per family for this activity.

20 hours-Elective hours.

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50 hours.

## **EXAMPLES OF EACH CATEGORY**

**Scrip Staffing**-Volunteer hours time staffing scrip tables and/or other functions related to Scrip and approved by the Scrip coordinator.

**Home and School Association Fundraising**-volunteer hours done staffing official H.S.A. fundraisers. The fundraiser's are as follows:

- Scrip
- Our Lady of Fatima Celebration
- Christmas Bake Sale/Christmas Tree Sale/Enchilada Sale
- The GMC HSA Ball
- Mother's Day Luncheon
- And or any other H.S.A. approved fundraiser.

## **Elective hours-Your choice of the above activities or any volunteer work such as:**

- Helping in the classroom, yard duty, and lunch duty.
- Driving or chaperoning on a field trip or school sporting event.
- Box Tops, Funding Factory and like programs coordinator.
- Working on capital improvement projects.
- Excess scrip or fundraising hours.

It sometimes happens that a family has an overabundance of hours and/or ticket sales and wishes to donate to a family having difficulty meeting their commitment. Hour and/or ticket sales may be credited to another family anonymously or by mutual agreement between the families. All such arrangements must be reported to the Hours Chairperson. Those that receive the benefit of the hours are responsible for reporting them.

### **ACHIEVING THESE REQUIREMENTS**

Families need to be proceeding toward fulfilling their participation agreement so that when half of the year is over, they will be approximately halfway towards meeting their ticket commitment and hour requirements. Families that leave GMC during the course of the year will have their participation requirements adjusted to their length of stay.

### **SPECIAL CIRCUMSTANCES**

The Home and School Association recognizes that for some families, difficult circumstances creating hardship may occur. Any family having problems completing these requirements should make timely contact and seek help/advise from the Principal, the H.S.A. President or the Hours Chairperson. All meetings will be held in confidence with respect to all involved. An alternate solution may be considered. Final determination on how the situation will be handled will be made by the Principal.

### **FEE FOR NON-COMPLIANCE**

Those who have not completed and reported their hours by May 30<sup>th</sup> will be billed at \$20.00 per unfulfilled hour. No further notification of the unfulfilled hours or ticket sales will be made. Any arrangement for exceptions must be made at least 2 weeks before May 30<sup>th</sup>. The Principal will be notified of all delinquent accounts. This information will be particularly relevant at re-enrollment time for the next school year, as registration will be held up until the delinquent accounts are rectified. The H.S.A. and GMC School may turn over delinquent accounts to a collection agency if necessary.

Parents who have only a graduate (no other enrolled sibling) must have their commitment completed according to the schedule as provided in the Family Handbook under Tuition and as detailed in the SCRIP Handbook, but any past due balances must be paid in full at least two weeks before graduation. Parents and/or Guardians who are signatory to this participation agreement, who fail to meet all requirements/commitments by May 30<sup>th</sup> shall be subject to late fees of \$150.00. In addition graduating students shall not be allowed to participate in the graduation ceremony. Students not graduating shall not be allowed to return to GMC, until payment has been received.

### **H.S.A. FINANCIAL CONTRIBUTORS**

Any family that would like to participate financially in lieu of fulfilling the hours and ticket requirements may do so by paying \$1300.00 (not tax deductible) in full or in quarterly payments of September 30<sup>th</sup>, December 31<sup>st</sup>, March 31<sup>st</sup> and June 30<sup>th</sup>. This financial contribution does not satisfy the Scrip requirements. Families not making prompt quarterly payments may be assessed a late of \$10.00. Please contact the Principal and/or H.S.A. President if an accommodation is needed.