School of St. Mary Parents’ Association
Purpose, Operations & Commitments

**Purpose:** The School of St. Mary Parents’ Association (PA) is the parent body to serve the school, administration, teachers, and students by:

* Providing community building opportunities through all activities
* Organizing, overseeing, and performing all volunteer needs
* Planning and carrying out fundraisers
* Lending to the school’s continual advancement through active family support of time, talents, and treasure.

**Parents’ Association Leadership Team:** The Leadership Team consisting of the roles of President, Vice-President, Treasurer, Vice-Treasurer, Volunteer Support Chair, Internal Communications Chair, External Communications/Publicity Chair, UGC Parent/Teacher Liaison and PGC Parent/Teacher Liaison will conduct the operations of Parents’ Association. These volunteers will serve a two-year term and will be generally responsible for supporting and guiding the parent community, overseeing school volunteer efforts, coordinating fundraising events, reporting revenues and expenditures, communicating with parents, teachers, and administration, and promoting events internally and externally.

**Family Volunteer Commitment**: Each parent/legal guardian is a member of Parents’ Association. We are asking that each family commit to a minimum of 3 school volunteer activities and 1 fundraising activity per school year. Additionally, parents are invited and encouraged to attend the 3 annual PA meetings (the first month of each semester). Attending the meetings is a wonderful way to build relationships, get involved in school life, and obtain valuable information from/provide input to the school administration.

**Fundraising Commitment:** Fundraising events are opportunities to have fun with school families while raising money to bridge the gap between tuition and actual expenses per child. Examples of such events are the Fall Family Festival, Barn Dance, and Annual Gala. Without fundraising contributions, tuition would increase substantially. Our annual fundraising goal is approximately $350,000, which supports operating expenses, need-based financial aid, teacher financial gifts, and other school improvement projects. There are approximately 350 families in the School of St. Mary community, if each family contributes a minimum of $1,000 through fundraising initiatives throughout the school year, this goal will be met.

I have read and understand the expectations and commitments as a parent/legal guardian of the School of St. Mary. Please return by May 30, 2014.

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_