

Dear St Ann's School Parent and/or Guardian:

St. Ann Home & School Association's goal is to promote open communication and cooperation among the parents, teachers and administration, and to coordinate parental support for St. Ann School's social, spiritual and fundraising events. **All families with children attending St. Ann's School are automatically members of St. Ann Home & School Parent Association**, which is governed by an executive steering committee along with supporting subcommittees. During Tuition Weekend (August 22nd and 23rd), St. Ann Home & School Association will again be collecting dues, scheduling dates for lunch supervision and signing up families for volunteer service. Enclosed you will find a packet of information to help you volunteer for the various events.

The items listed on back of this letter highlight the Home & School (H&S) items that need to be turned in on Tuition Weekend. Volunteering for these functions is vital because these events are critical to the schools financial and social wellbeing since monies raised are used for acquiring needed school assets (e.g., Smartboards, physical education equipment, LCD projectors, classroom supplies, building maintenance) and volunteers are necessary to run the important communal events, so we ask each family to donate their time and talent thru volunteerism. **Please pay particular attention to the dates and times of the events you are volunteering for. We have tried to provide them when possible, so that you may plan accordingly.**

Given the importance of these events, each family (PK-6) is asked to volunteer for two fundraising or social events **or** chair just one event **and** either the Spaghetti Dinner **or** the All American Pancake Breakfast. Also, each family (K-6) is responsible for providing lunch supervision for 7 days and to pay H&S dues (PK-6) to help run the association. On Tuition Weekend, please visit the H&S sign up station to pay dues and drop off your volunteer sign up sheet.

After tuition weekend, confirmation will be sent out via email, so please provide us with your current and most frequently checked email address on your sign up sheets. If you do not have access to email, please indicate that you would like your confirmation sent home with your child. Also, if you are interested in serving on the H&S Steering Committee or on one of the H&S subcommittees, please mark it in Step 3 of the Sign Up sheet and turn it in during Tuition Weekend.

If you have any questions about your volunteer obligation, this packet or about H&S in general, please contact Sherri Hellenbrand at 877-0136 or [h-brand@charter.net](mailto:h-brand@charter.net).

Refer to the H&S link at [www.stanns-school.org](http://www.stanns-school.org) for many forms and information.

Thank you in advance for your enthusiasm and active support of your school.

St. Ann Home and School Association

Enclosures



## On Tuition Weekend, please visit the Home & School table for the following:

**Pay H&S Dues:** Pay \$10 per family to St. Ann Home & School. These dues are used to purchase classroom items, fund various social events and support fundraising activities.

**Turn in Volunteer Sign Up Sheet:** Using the enclosed sign up sheet, select two events, along with three alternate events **or** Chair an event, sign up to be a room parent or sign up for Market Day **or** Buy out of volunteer duties for \$200.

**Dinner/Breakfast:** On the backside of the sign up sheet select the spaghetti dinner or the pancake breakfast, which is in addition to the volunteer events above.

**Sign up for Lunch Duty (11:15-12:45 on school days):** Grades K -6, select 7 dates per family for lunch duty (write these dates down, you are responsible for knowing the dates you signed up for) or pay \$77 to H&S if opting for lunch duty buy-out at a rate of \$11/day. If you sign up and do not fulfill your obligation, you may be billed at the \$11/day rate.

### Here are a few optional things you can take care of on tuition weekend...

**Turn in Scrip Order Form:** See enclosed Scrip order form – Tuition reimbursement is available.

**Turn in Clothing Order Form:** Tee's, Sweat shirts, fleece, etc. with St. Ann School logo. See enclosed order form.