

Dear School Families,

Participation in the Parent Stewardship Program is a requirement of all school families. We have made some changes to the program that we hope will make reporting hours simpler and finding service opportunities more user-friendly. Please read the information below carefully. Full details of the Parent Stewardship Program will be updated in the Family Handbook for 2017-2018, but here are some of the main points we'd like to share right away.

- Our "Stewardship Year" started on March 1, 2017 and ends on February 28, 2018.
- The parish expectation for service is 50 hours per family to the parish and greater community. **As a school family, it is required that 30 of those hours be completed in the school or the parish.** Parents must provide documentation of their hours. Failure to complete your stewardship requirement will impact your ability to re-enroll for the 2018-2019 school year during the initial enrollment period.
- We will use the **Notes from the Office** to make you aware of new and upcoming Stewardship Opportunities. In addition, we will be creating a **page on the school website called Stewardship Opportunities** where you will be able to see some of the various opportunities available to you, sign up for those opportunities via SignUp Genius or via email, or find contact information that you may use to reach out to coordinators. Another place to look is on the parish website under the Charity and Justice tab. Descriptions and contact information for many different **parish Service and Outreach Ministries** can be found there.
- **Starting this month**, we will be using **PAPER REPORTING FORMS** to record Parent Stewardship Hours. This form will be available anytime on the school website under the DOCUMENTS tab, every week in the Thursday Envelope, and **we will send a hard copy of the form home with your child on the last Thursday of every month.** This means you will no longer be using Volgistics to record Stewardship Hours. Please send your reports to the school office, and we will log the hours in your family's Sycamore account. You can keep track of your hours in Sycamore under My School>>Service Logs.
- **We will be phasing by Volgistics at the end of this school year.** Until May, you may still use Volgistics to **sign up** for the stewardship opportunities that you've been using it for all along (lunch room volunteers, for example), but please send in the paper form for recording. Many groups have started using SignUp Genius, and that is the platform we will use most often once Volgistics ends.
- Your 30 hours to the parish or school can include anything you do to serve our parish or school. Here are **just a few suggestions** of ways that you might get involved with the school and parish community and earn your hours: Volunteering for ArtReach, working in the lunchroom or a fish fry, working on the Ceili, coaching a team, serving on a school or parish board, baking for funeral lunches, being a Barton tutor, helping at the Crusader Walk, being a room parent, donating to a teacher appreciation lunch, attending HSA meetings, helping in your child's classroom, mowing or taking care of the grounds, working the parish Fun Festival, taking communion to the sick, working Vacation Bible School, Adoration, working ReRuns R Fun, working the Book Fair, and joining Moms of Faith. If you have other ideas that are not listed anywhere, please contact the school administration for approval.

Blessings,

Mr. Makey and Mrs. Redburn