

Our Lady of Victory Participation Policy **Revised October, 2006**

Our Lady of Victory (OLV) is committed to providing a Catholic learning environment that promotes scholarly excellence and fosters moral and spiritual growth. OLV partners with parents and parish to prepare students to *learn today and lead tomorrow*.

Parental involvement is crucial to ensuring the best possible experience for your child at Our Lady of Victory. Strong parental involvement builds a sense of community among the families within the school. It also develops strong bonds between parents and teachers and greatly improves the education OLV can offer. To these ends, the school board asks all parents to pledge a minimum level of involvement in school activities. This includes participation in raising funds for the school as well as in school-wide activities.

Participating in class events such as field trips, individual class parties, and reading in the classroom are greatly appreciated, encouraged and expected. Without this parental participation, the children of OLV would not experience the benefits and bonds which are the results of this involvement. However, these activities do not contribute to the maintenance of the level of financial responsibilities required of the School. Tuition alone does not cover the daily and long-term operating expenses of the School.

In order to keep all things equal, the School has implemented the following policy:

Each family is required to commit 25 hours of service to OLV. This can be done through in-kind donations, time commitment, a monetary donation or any combination of the three. Each hour of service is valued at \$20 making the total monetary commitment for each family \$500 per school year.

In-kind donations are considered:

The dollar value of one's donation(s) to the annual Auction/Gala

The dollar value of one's donation(s) to the Friends of OLV Spring Golf Tournament

The dollar value (50% of your total sales) one raises through Sally Foster sales

The dollar value of any **tangible** (items donated directly to school) donation made to OLV

The dollar value of the price paid, less \$25, for Auction/Gala tickets

The dollar value of the price paid, less \$25, for the Golf Tournament fees

Service commitment donations are considered:

Serving on the Auction Committee which includes:

chairing a committee, soliciting donations, addressing invitations, stuffing/ mailing envelopes, writing solicitation and thank you notes, basket shopping and stuffing, catalog editing and binding, set-up and clean up on auction day/night, and working the registration table.

Sally Foster Gift Wrap Sales includes:

Promoting sales, tallying, sorting and/or distributing orders
This will be tracked by reports at the conclusion of sale time. OLV receives 50% of the total sales. Therefore, 50% of your total sales are what will be considered as your share.

Book Fair includes:

Set-up, serving as cashier, pack-up

Friends of OLV Golf Tournament includes:

Soliciting donations, promoting the event, gathering foursomes (teams) set-up, clean-up, and working registration the day of the event

Serving as an HSA Event Chairperson includes:

Being the chair or co-chair of an HSA event. These include and are limited to:

Breakfast with Santa	Father-Daughter Dance
Bingo Night	Sock Hop

All service hours will be tracked by an at-large HSA coordinator who will work with the chairs of events. In order to receive credit for your hours, **please keep track of the dates and times of your service and report them to your event chairperson. This is the only way to ensure that you will receive full credit!**

Monetary Donations include:

Any actual dollars donated directly to Our Lady of Victory.

These will be tracked by the auction software via the auction treasurer.

If you do not fulfill your 25 hours of time/service, a combination of time/service, in-kind and monetary donations, or an outright donation of \$500 by the end of the school year, you will be billed for the balance. If you have special circumstances that prevent you from fulfilling these obligations as stated, you will need to speak with the School principal.

* Please remember to check with your employer for matching gifts and your accountant for tax write offs when making a monetary contribution.

**Our Lady of Victory
Record of Participation**

Family Name:

Name and Grade of Oldest Child:

Maintain this form and turn into the school office when it is requested at the end of the school year.

Event	Hours	\$ Value	Date
Auction/Gala Committee/Volunteer Hours Ticket Price Paid (less \$25)			
Golf Tournament Committee/Volunteer Hours Fees Paid (less \$25)			
Sally Foster Committee/Volunteer Hours 50% of \$ amt of your total sales			
Tangible donation Item: Item:			
Book Fair Committee/Volunteer Hours			
Bingo Night Chairperson			
Breakfast with Santa Chairperson			
Father-Daughter Dance Chairperson			
Sock Hop Chairperson			
Total Hours	(A)		
Total Dollars		(B)	

Total Number of Hours(A) X \$20 = (C)	(C) \$	
Total Dollar Amount Donated	(B) \$	
C + B = Total Participation		

Thank you for your cooperation, time, and donation!