

Parent Club Board Meeting Dates

September 13	6:00 pm	Science Room/Garden Room
October 11	6:00 pm	Science Room
November 8	7:45 am	Garden Room
December 13	6:00 pm	Christmas Party – TBA
January 10*	7:45 am	Garden Room
	2:45 pm	Garden Room
	6:00 pm	Garden Room
February 7	6:00 pm	Science Room
March 13	7:45 am	Garden Room
April 10	6:00 pm	Science Room
May 8	6:00 pm	Garden Room

Parent Club Board meetings are usually on the second Tuesday of each month and they are open to all Parent Club members. Minutes of each meeting are posted to the school website. Meeting room location is subject to change.

***This is a mandatory Parent Club Meeting.** One parent per family needs to attend one of the scheduled meeting times.

Parent Club Fundraiser/Event Calendar

August 23	First Day of School – Coffee and Donuts
August 25	Back-to-School Night
August 25	Innisbrook Gift Wrap & Mixed Bag Design Kick-off
August 28	New Family Social
September TBD	New Parent Orientation #2 (New families only)
September 24	Amazing Grapes
September 26	Gift Wrap & Bag orders due
October 29	Fall Dance (Halloween Party)
December 1	Movie Night at the IMAX
January 10	Mandatory Parent Club Meeting
December 3	Breakfast with Santa
March 10	Gala & Auction
March 30	Lenten Fish Fry
April 27	Spirit Day & Raffle

2011-2012 St. Ignatius Parent Club Handbook

Fundraisers, Event Calendar,
Activities, Committee Contacts
Parent Club Budget
TK-8th



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(916) 488-3907
www.stignatiussacschool.org

To All Parents at St. Ignatius School:

Welcome back for the 2011-2012 school year!

We are honored to serve as Co-Presidents of the 2011-2012 St. Ignatius School Parent Club. Thank you for the opportunity!

Everyone with a child at St. Ignatius is a member of the Parent Club.

Look around you—we are the families who make St. Ignatius School the wonderful community that it is. We are blessed to have a strong Parent Club Board and an amazing group of parents at our school whose generosity of spirit and tireless energy support our wonderful, talented, and dedicated school faculty and staff each day as they help our children learn and grow.

The Parent Club is the primary fundraising organization for the school and provides a variety of great events to raise funds to help supplement the rising cost of education. But we are much more. We work in the Library, we are classroom aides, we drive on field trips, we coach athletics, we sponsor the Uniform Exchange, and we provide Parent Club updates via our school Daily Emails. The Parent Club is a family—one that fosters school spirit, demonstrates teamwork, innovates, encourages trial and error, and provides a safety net. We share our spirit and we make the community stronger.

All of our accomplishments for this year depend upon a continuing commitment from each of us to share our time, talent, and treasure. So much is possible if we—the Board and the parent community—each do our part in our own way. There are many opportunities to serve and many ways to lend a hand. This booklet is your guide to the activities, events, fundraisers, and other opportunities available to support the school and earn your parent hours.

On behalf of the Parent Club Board, we would like to thank each of you in advance for all of your efforts over the coming year to support our school and build our community. We look forward to a productive and profitable year, and to meeting and working with you as we strive to accomplish our goals for the 2011-2012 school year. Go Tigers!



Flo Kahn & Sonia Susac
Co-Presidents

2011-2012 Parent Club Board

Executive Officers

Co-President	Flo Kahn
Co-President	Sonia Susac
Co-Vice President	Christine Draa
Co-Vice President	Rebecca Breen
Treasurer	Andrea Sheleby
Treasurer Elect	Vacant
Recording Secretary	Leah Kral
Recording Secretary	Carrie Young
Corresponding Secretary	Veronica Yuke

Standing Committees

At-Large Advisor	Tracy Balestreri
Campus Facilities/Security	Adrian Torres
Communications	Patsy Cutler
Communications	Christina Johnson
Faculty Liaison	Patti Imrie
Friends of the Library	Jan Heenan
Friends of the Library	Michelle Turner
Fundraising Coordinator	Sandra Bugalski
Fundraising Coordinator	Emilia Maloy
Fundraising Coordinator	Holly Avery
Head Room Parent	Molly Johnson
Head Room Parent	Amy Ryan
Health	Erin Dougherty
Health	Arnoldas Kungys
Historian	Chapel Conley
Hospitality	Dominique Lutes
Immediate Past President	Jay Arendt
New Family Advisor	Deanie Adams
New Family Advisor	Laura Lewis
Parent Contract Hours	Kelly Whitcomb-Weston
Parent Contract Hours	Becky Delpiero
Parent Contract Hours	Cindy Iseley
Scrip	Alexandra Sutarjo
Scrip	Deidre Harris
Spiritual Liaison	Beata Olson
Spiritual Liaison	Mike Melliza
Uniform Exchange	Nicole Wade
Volunteer Coordinator	Nicole Carollo

Fundraising Chairs

See Page 5 for complete list

2011-2012 Parent Club Approved Budget

<u>Fundraiser Revenue</u>	<u>Budget</u>
Gala & Auction	\$ 35,000.00
Amazing Grapes	20,000.00
Scrip	25,000.00
Spirit Day & Raffle	15,000.00
Innisbrook Gift Wrap/Mixed Bag	7,500.00
Breakfast with Santa	3,500.00
Lenten Fish Fry	3,000.00
Movie Night	3,900.00
Fall Dance (Halloween Party)	2,500.00
Small Fundraisers	5,000.00
Total Revenue	\$ 120,400.00

<u>Expenses</u>	
Altar Society	\$ 250.00
Baccalaureate	1,400.00
Board Orientation/Social	1,000.00
Classroom Enhancements	10,150.00
Corresponding Secretary	25.00
CTPC Dues	100.00
Head Room Parents	500.00
Health	200.00
Hospitality	550.00
Miscellaneous	100.00
New Family Advisors	400.00
Parent Club Supplies	100.00
Communications/Paw Print	300.00
Recognition	200.00
Spiritual Liaison	50.00
St. Ignatius School	105,075.00
Total Expenses	\$ 120,400.00

The approved budget is a projection and does not currently include revenue from several items that either occurred or were added after the budget was approved. The budget will be updated throughout the year as necessary.

What is St. Ignatius Parent Club?

The St. Ignatius Parent Club is the primary fundraising organization of the school. It supports the spiritual, social, and educational forces of the home and school in a program of Catholic education. Parent Club consists of all families with students enrolled in TK through 8th grade.

How do I get involved?

Your involvement in your child's life, including school, is one of the most important factors in raising a happy, healthy child. At St. Ignatius School, we have many community-building and fundraising events sponsored by the St. Ignatius Parent Club. They are all possible because the volunteer efforts of St. Ignatius parents and they all provide opportunities to be involved in the school.

So... how can YOU get involved? This booklet provides a summary of the many volunteer opportunities available. The Parent Club committee chairs are in place, and many have already begun their efforts for the upcoming year. If you know how you would like to help, please contact one of the chairs of the appropriate committee. If you aren't sure where or how to get involved, the volunteer coordinator would be happy to help you find the right activity. You can find the names and contact information for all of the fundraiser and event committee chairs on page 5 of this booklet.

Even though some of these events are months away, the planning starts early, so please don't hesitate to get involved right away. Together we can make this upcoming year a success in every way.

How do I Stay Connected?

St. Ignatius School news has gone paperless! You will receive a daily email at 3:00pm with information on upcoming school events and general news. Daily emails will be structured so that each day of the week is reserved for a different subject and focus (subject to change).

- MON: Paw Print News (the main source of complete information from Parent Club; calendar; features on Parent Club- and school events; athletics; volunteer opportunities)
- TUE: Principals Newsletter
- WED: Parent Club information
- THU: Athletics
- FRI: Friday "Free-for-all" (flyers and reminders)

How do I earn parent hours?

Each school family signed a contract agreeing to complete 35 hours of volunteer service per year--April 16, 2011 to April 15, 2012. **Fifteen of the 35 parent hours must be completed on one of the Major Parent Club Fundraisers listed below. A \$35 assessment will be charged for each hour not met.**

Major Parent Club Fundraisers (15 hours minimum*)

- Amazing Grapes
- Gala & Auction
- Spirit Day & Raffle
- Scrip Sales & Marketing Volunteers
- Gift Wrap & Bags (Innisbrook & Mixed Bag Design)

Here are examples of how you can complete the remaining 20 hours:

Acad. Decathlon Coach	Student Club Volunteer	Parent Club Board
Advisory Council	Field Trip Driver	Parish Ministries
Athletics	Grandparents Day	Room Parent/ or Asst.
Book Orders	Health Day	Small Fundraisers
Book Fair	Library Aide	Substitute Teacher
Breakfast with Santa	May Crowning	Teacher Luncheon
Classroom Aide	Movie Night	Yard Duty
Fall Dance/Halloween	Office Assistant	

For a more detailed list, refer to the school website. **Class fundraisers or small fundraisers do not count toward your 15 fundraising hours -- only toward the 20 general parent hours.**

*There is no limit on the number of hours spent on Major Fundraisers. If desired, you may complete 100% of hours on Major Fundraisers.

How do I report parent hours?

In order to receive credit for the hours you complete, log hours worked within 30 days of completion on your family's Parent Contract Hours Log Sheet, which can be found in binders in the school office.


How do I complete my financial fundraising commitment?

In addition to hours, each family must raise \$350 for the school by participating in *any* Parent Club fundraisers. There will be a financial assessment for each dollar not raised—on the difference between the dollars raised and \$350. Your involvement will help ensure that we meet the commitment that the Parent Club has made to the school (see the Parent Club Budget on page 10).

Lenten Fish Fry

Friday, March 30, 2012
Fundraising Target: \$3,000

Enjoy curbside service at our very own St. Ignatius Lenten drive thru. Treat yourself, your family and friends to gourmet sushi or traditional fish and chips, deliciously prepared by our own SI Executive Chef. You can eat on the run, around the dining room table or make your meal a picnic, as we celebrate the Lenten season.


 To help or more information, contact Tina Bonilla, Betty Williams or Robert Murti

Small Fundraisers:

See's Candy, Entertainment Books & More

Ongoing
Fundraising Target: \$5,000

See's Candy provide us with chocolate and candy gifts for family, friends and business associates for the holidays (Christmas, Valentine's Day and Easter). Entertainment books are filled with discount coupons for retail stores and restaurants and provide an \$8 fundraising credit per book sold; for sale starting mid-October. Other small fundraisers TBA.

 To help or for more information, contact Jean Sekany or Katherine Becker

Small Fundraisers

- Hours volunteered at these events meet your 20 hour regular parent hour commitment
- 50% of all purchases, including tickets and raffle tickets, go towards your \$350 fundraising obligation unless otherwise indicated

Fall Dance/Halloween Party

Saturday, October 29, 2011

Fundraising Target: \$2,500

Good old fashioned Halloween fun! Dinner, costume contests, haunted house, and dancing for all ages.

- This event needs a Chair and Co-Chair. To help or for more information, call Flo Kahn or Sonia Susac

Movie Night at the IMAX

Thursday, December 1, 2011

Fundraising Target: \$3,900

Celebrate the holidays with family and friends at a private viewing of the award-winning movie, *Polar Express*.

- To help or for more information, contact Patsy Cutler

Breakfast with Santa

Saturday, December 3, 2011

Fundraising Target: \$3,500

Breakfast with Santa is a fun event for the entire family. The morning begins with a pancake breakfast and is followed by crafts and games for the younger SI students. The highlight of the morning is the opportunity for the children (and families too) to have their picture taken with Santa! 8:30 am to Noon in the SI Parish Center.

- To help or for more information, contact Angel Hernandez, Loni Clemmons or Victoria Valle-Johnson

St. Ignatius Parent Club Fundraising Chairs

Amazing Grapes	Patsy Cutler	275-1297
	Maribeth Pollard	718-0861
Breakfast with Santa	Angel Hernandez	834-1642
	Victoria Valle-Johnson	709-4305
	Loni Clemmons	205-8233
Fall Dance-Halloween Party	Vacant	
Gala & Auction	Melanie Andrews	549-4060
	Kari Goodwin	768-8187
Gift Wrap & Bags	Claire McGinness	320-7461
	Meg Kesich	606-3738
Lenten Fish Fry	Tina Bonilla	208-5058
	Betty Williams	508-4853
	Robert Murti	650-922-2778
Movie Night	Patsy Cutler	275-1297
Scrip	Alexandra Sutarjo	801-8049
	Diedre Harris	719-6790
Small Fundraisers	Jean Sekany	955-6231
	Katherine Becker	717-0652
Spirit Day & Raffle	Vacant	
Volunteer Coordinator	Nicole Carollo	600-1169

Major Fundraisers

- Hours volunteered for these five fundraisers meet your 15 hour fundraising parent hour commitment
- 50% of all purchases, including tickets and raffle tickets, go towards your \$350 fundraising obligation unless otherwise indicated

Innisbrook Gift Wrap & Mixed Bag Designs

August 25 – September 26, 2011

Fundraising Target: \$7,500

Innisbrook offers a great selection of gift-wrap items and other gifts. New this year, Mixed Bag Designs has been added to our list of goodies being offered for sale until September 26, 2011. You can also order items throughout the year on their website, www.innisbrook.com, and continue to support St. Ignatius School. Encourage your out-of-town friends and family to browse this website.

- To volunteer or for more information, call Claire McGinness or Meg Kesich.
- www.innisbrook.com School I.D. 103011

Amazing Grapes

Saturday, September 24, 2011

Fundraising Target: \$20,000

Kick-off the school year right! Bring your friends, family, neighbors, and colleagues and enjoy a relaxing evening under the stars at St. Ignatius School. Taste some of California's best wines and beers, sample delicious appetizers from fine local restaurants, and participate in the silent auction for great events that occur throughout the school year. Fifty percent of your ticket price, raffle tickets and purchases go toward your \$350 fundraising obligation.

- To help or for more information, contact Patsy Cutler or Maribeth Pollard
- www.amazinggrapes.org

Gala & Auction

Saturday, March 10, 2012

Fundraising Target: \$35,000

The St. Ignatius Gala & Auction is our biggest fundraiser! Spend an evening of sophistication and elegance at the Croatian-American Cultural Center enjoying cocktails, dinner and dancing. Sign-up for specialty parties and bid on our mini-auction which features class projects and amazing experience packages.

- To help or for more information, contact Melanie Andrews or Kari Goodwin

Spirit Day & Raffle

Friday, April 27, 2012

Fundraising Target: \$15,000

Students have fun, get fit, raise money, and win great prizes while doing it! Spirit Day is back. This year, students will be assigned a team and will compete by raising money through the selling of cash raffle tickets. Teams will then compete against each other during a day of fun and games. Cash prizes as well as opportunities to win team outings will be available.

Note: hours worked after April 15th will be credited towards 2012-2013 school year and fundraising credit earned on this event will apply to the 2012-2013 school year.

- This event needs a Chair and Co-Chair. To help or for more information, call Flo Kahn or Sonia Susac

SCRIP

Ongoing

Fundraising Target: \$25,000

SCRIP is a program that allows you to earn fundraising dollars while doing your REGULAR shopping. SCRIP is regular gift cards from local and national retailers, grocery, gas, clothing, and more. The school buys cards at a discounted rate and resells them to you at face value. The discount ranges from 1% to 10%, and is how the school makes its profit. The profit is the fundraising amount that applies towards your fundraising dollar commitment. Some of the stores that offer Scrip are: **Arco, Raley's/Bel Air, Safeway, Whole Foods, Target, Macy's, Walmart/Sam's Club, Home Depot, Starbucks, Jamba Juice, Chipolte, Dairy Queen, Subway, La Bou, Papa Murphy's, Bath and Body Works, Dennis Uniform, Nordstrom, Leatherby's, JC Penney, and Macaroni Grill.**

You can buy Scrip in the School Office, Extended Services, after weekend Masses, and in the school parking lot at Friday morning drop-off. You can purchase online at www.shopwithscrip.com, or by taking home a scrip order form and returning to the office.

The school can accept cash or checks. **Credit cards are not currently accepted.** All one-time (special) orders must be paid for when you place your order. You can also make payment through Presto Pay (online at www.shopwithscrip.com). Funds will be debited from your checking account with a minimal fee per transaction.

Finally, and most importantly, **all SI families are obligated to purchase at least \$500 of scrip per school year.**

- To help or for more information, call Alexandra Sutarjo or Deidre Harris.
- www.shopwithscrip.com