



OUR LADY STAR OF THE SEA SCHOOL HOME AND SCHOOL ASSOCIATION



2019-2020

Our Lady Star of the Sea School Home and School Association (HSA) would like to welcome all new and returning students and families back to school. We are excited to share a great year with all!

The HSA is a parent & staff-based organization that works together to support the school and enrich the students. We organize and execute events, social programs, and fundraising initiatives that contribute to the operating expenses of our school, student activities and local community involvement, including hosting events that help raise awareness about our school.

Last year, the HSA raised over **\$57,000** to support the school and we could not have done it without your help. We want to thank everyone for all of their hard work and dedication!

A new school year, brings new goals and we hope to surpass last year's total by \$10,000. The HSA is dedicated to the mission of OLSS School and depends on all our families' involvement to be successful. Although, we do not expect each family to participate in every event, we do hope for your best efforts in events in which you do choose to partake. It is a great way to be involved in your child's school, meet new friends, and help grow our community spirit.

This packet aims to serve all our OLSS School families as a reference guide to the HSA, school year events, volunteering guidelines, and fundraising information throughout the 2019-2020 school year. We look forward to working with you and are hopeful you can help us make this school year the best we have ever had!



Meet Your Home and School Association

2019 - 2020

PASTOR
Father Ken Gill

PRINCIPAL
Mrs. Jennifer Thompson

EXECUTIVE BOARD	
President	Katie Wingenter
Vice President	Maile Bowen
Secretary	Lynn Cunningham
Treasurer	Jamie Stark
Teacher Representative	Cindy Grater

COORDINATOR CHAIRS	
Communications Coordinator	Heather McGaffin
Donations Coordinator	OPEN – New Position
Room Parent Coordinator	Heather Hankins
Sponsorship Coordinator	OPEN – New Position
Volunteer Coordinator	Jessica Klasko

Should you have any questions or concerns as you peruse this packet of information or at any time during the school year, please visit the HSA website or contact any of the HSA Executive Board members. We are happy to help!

- **HSA School Mailbox:** Send in any questions/concerns via paper delivery, anonymous if chosen. Mark for “HSA Mail” and give to your student’s teacher or leave at the front office for our school mailbox.
- **Website:** <http://www.olsss.org/home---school-assn.html>
- **Email:** olsss.hsa@gmail.com
- **Facebook:** *Look for us, like our page & share with friends!* Our Lady Star of the Sea School



All Families are Members of the HSA

**** HSA Membership Drive Form can be found in this folder****

Every parent or guardian of a child enrolled at Our Lady Star of the Sea School is automatically enrolled as a member of the Home and School Association. We look forward to working with every one of you throughout the school year.

Each family is assessed \$25 membership dues at the beginning of the school year. Please fill out the HSA Membership Drive Form and return to the school.

These dues kick-start our great school year so the HSA can continue to provide programs and processes that engage the school families in spiritual, educational, outreach, social, public relations, service and fundraising activities that further the mission of the school.

As a member of the HSA, you are encouraged and invited to attend the four, All Hands Association meetings, which are held on September 5, December 12, March 19 and May 4. Future notifications will be provided as a reminder of the upcoming meetings with additional information.

Register by September 30 to gain early bird benefits!

Early Birds Only: All HSA Membership Drive Forms received by Monday, September 30 will be entered into the “Concert Programs- Front Row Seat Raffle.” Four families in total will win 4 front row seats each, to either the Christmas or Spring Concert Program.

- *Two drawings for (4) front row seats at the Christmas Concert Program*
- *Two drawings for (4) front row seats at the Spring Concert Program*



Events to Look Forward to in 2019 – 2020

- August:** Texas Roadhouse Spirit Night
First Day of School Rita's Spirit Day
New Parents Meeting
Scholastic Book Fair*
- September:** Back to School Night & HSA All Hands Meeting
Scholastic Book Fair*
Roy Rogers Spirit Night
Vera's Crab and Shrimp Feast
- October:** Patuxent River Appreciation Day (PRAD) Sand Art Table and Parade
Grandparent & Grand-Friend's Day*
Trunk or Treat
- November:** Vera's Bull & Oyster Roast
Family Thanksgiving Feast*
Christmas Bazaar and Grannie's Basement
Turkey Trot*
- December:** Santa Shop*
Chili Cook-off
Roy Rogers Spirit Night
Christmas Concert Program & HSA All Hands Meeting
- January:** Alumni Players Dinner Theatre
Catholic Schools Week*
- February:** Vera's Polar Bear Plunge
Designer Bag Bingo - Tentative
- March:** Spring Concert Program & HSA All Hands Meeting
- April:** Palm Sunday Bake Sale & Basket Auctions
- May:** HSA All Hands Meeting
Spring Bazaar and Grannie's Basement
Field Day*
Scholastic Book Fair*

**VIRTUS EVENT – PROGRAM COMPLETION REQUIRED TO VOLUNTEER FOR THESE EVENTS.*



Volunteer Guidelines

Like most Catholic schools across the nation, our school requires each family to complete volunteer service hours. The volunteer hours requirements program establishes a foundation as a way to involve our families in the day-to-day operations of the school, as well as to save the school money where we can.

All volunteers help with the following:

- Ensure continued success of all our fundraising events
- Guarantees both cost savings and fundraising income for OLSS School
- Provides more activities for our children
- Promotes personal growth
- Brings our student families together
- Strengthens our OLSS community

Families can fulfill their obligation by volunteering at the school and at events that generate funds for the school. This provides cost savings to the school, allows teachers to focus on core academic programs and provides critical support to the mission of our school.

What are the Volunteer Service Hour Requirements?

- All families need to complete a minimum of 40 volunteer service hours (20 hours for part-time Pre-Kindergarten families).
- Participation in four fundraising activities per year is highly encouraged. Volunteer hours accumulate from July 1, 2019 through June 30, 2020.
- All hours must be recorded by the volunteer into the logbook located at the school office within 20 days of completion.
- Due to the critical need of support, the volunteer hour requirements are considered part of tuition. Any family who does not fulfill its obligation of required service hours by the deadline will be charged a \$25 fee for each hour not worked.

VIRTUS Program

The Archdiocese of Washington has implemented a Child Protection Policy for the safety of the children in schools and parish ministries. Anyone who wishes to volunteer at the school must first complete all steps of the Archdiocese of Washington's Virtus Child Protection Program. Please visit the OLSS School website for more information and for the necessary forms.

The required steps are:

1. Create a VIRTUS account online at <http://www.virtus.org>
2. Register for and attend a Child Protection Workshop (info available from Virtus website)
3. Sign and submit the Acknowledgement Form from the workshop booklet to the School Office
4. Complete a Volunteer Application Form and submit to the School Office
5. Make an appointment with the School Office to have an electronic background check run.
6. Complete Live Scan Fingerprinting (**NEW REQUIREMENT- must be completed by January 2020**)

Once all steps are completed and the background check is cleared, the person may begin volunteering. VIRTUS events will be noted at volunteer sign-up opportunities. If you have any questions pertaining to VIRTUS, please contact Colleen Muldoon in the school office at (410) 326-3171.

What volunteer opportunities are there?

There are yearlong opportunities to complete volunteer hours during days, evenings and weekends. Everyone is welcomed to serve as a volunteer; we can find something for all who wish to serve.

- **Event Chairperson**- To make these events happen, a lot of time goes into planning them. Each event requires a chairperson, so please consider putting your planning skills to good use and be rewarded with volunteer requirement hours.
- **Event Preparation Support**- Not comfortable leading an event? That is ok; we are always looking for help with event committee members to make these events a success.
- **Event Execution**- The day of the event we need helping hands for set up, decorations, clean up, meal prep, and various assistance required with general tasks.
- **Baked Good Donations**- Multiple events throughout the year are in need of baked goods to sell and we rely on donations to make them a success
- **Hot Lunch Program**- Help prepare, set-up & clean up from 9:00am-1:00pm
- **Gift Card Sales**- Sell cards after Masses in the OLSS Parish Church lobby



Free Fundraisers for Everyone

Helping has never been so easy! These rewards programs require little effort on your part and are an easy way to earn money for the school. We even included a few extra flyers in the folder that you can share with your friends, relatives, and neighbors. You do not have to be enrolled at OLSS School to take part in these programs, so spread the word!

Donate

- BJ's Coupon Books for our Hot Lunch Program
- Coupons and Vouchers for office supply stores
- Classroom materials
- Products, services and/or gift certificates that can be used for event raffles

Earn Rewards and Cashback for OLSS School

- **AmazonSmile**- Do your regular Amazon shopping at AmazonSmile and earn a .5% donation to OLSS School. Visit website <https://smile.amazon.com/>
 - Log on using your regular Amazon account
 - Select Charitable Organization: **Our Lady Star of the Sea Roman Catholic Church**
- **Box Tops for Education**- Save all those Box Tops and send in with your student year round. The program is going digital, so while we still will accept the clipped box tops, please download the free Box Tops app available on all platforms and designate Our Lady Star of the Sea School as your recipient. You can also log into the website for extra box tops, contests, and coupons at <http://www.boxtops4education.com/>
- **Coke Rewards Bottle caps, Codes- Login**, and register to scan/enter codes for the school at <https://us.coca-cola.com/give/schools/>. You can also bring in codes/bottle caps to the OLSS School Office.
- **French Toast School Uniforms**- Purchase school uniforms from French Toast and OLSS will receive 5% cash back
 - Visit website: <https://www.frenchtoast.com/>
 - Use code **QS4SY4** to shop OLSS School uniforms



Free Fundraisers for Everyone

(continued)

- **Harris Teeter-** Visit website: <https://www.harristeeter.com/together-in-education>
 - Program Dates August 1, 2019 – May 31, 2020
 - Link to your VIC card, re-link every year
 - School Code: **5063**

- **Office Depot & Office Max Give Back To Schools** - Make a purchase of qualifying school supplies, provide OLSS ID at checkout (in store and online) and OLSS will receive 5% back in credits for FREE supplies. Visit website at:
<http://www.officedepot.com/a/content/back-to-school/5percent/>
 - School ID: **70047417**

- **Papa John's Promo Code-** You will receive 40% off your regular menu price order & Papa John's will donate 10% of the order total back to OLSS School.
 - Order online at www.papajohns.com and use promo code: **OLSS40**

- **Shop with Scrip-** Raise money for OLSS School by purchasing physical gift cards, eGift cards, and reloadable gift cards at face value and use for everyday purchases in place of cash, checks, and credit cards or give them as a gift.
 - **Option 1:** Purchase gift cards from the School Office during school hours or after weekend Masses in the Parish Church lobby
 - **Option 2:** To shop the Escrip Reward Program online go to:
<http://escrip.com/> and sign up to link credit cards and rewards cards for cash back to OLSS.
 - Applies to in-store shopping or use the Online Mall

Local Business Sponsorships

We are extremely appreciative of our local business sponsors! Sponsorships are available annually and for events. We are always looking for more local businesses to support OLSS through the year. Please let us know if you know of any businesses that may be interested.

Thank you for your continued support!

With your assistance and cooperation, we know it will be a great year for OLSS School!



HSA MEMBERSHIP DRIVE

2019 - 2020



Annual OLSS Home and School Association Membership Form

Deadline to Return: Friday, November 1, 2019

Return by Monday, September 30, 2019 for Early Bird Benefits!

Please fill out and return this form with your \$25 membership dues (cash or check). Checks can be made payable to "OLSS School" and please add "HSA Membership" in the note.

Parent(s)/Guardian(s) Name: _____

Student(s) Name and Grade(s): _____

Mailing Address: _____

Phone: _____

Can you receive text messages at this number? YES NO

Email: _____

Office Use Only (Date Form Received): _____



SUPPORT OLSS SCHOOL

FUNDRAISING HAS NEVER BEEN SO EASY!

HANG ON YOUR REFRIGERATOR!

Office DEPOT
OfficeMax

OFFICE DEPOT &
OFFICEMAX

Provide OLSS School
ID (70047417) at
checkout

5% Back to
SCHOOLS
PROGRAM



HARRIS TEEETER

Link your Harris
Teeter VIC card to
our school code
today (5063)!



SCRIP

Order gift cards from
OLSS and use for
everyday shopping in
place of cash, checks
& credit.

You can also shop
online using the Escrip
Rewards Program. A
percentage of each gift
card purchase goes
directly to our school.

**FRENCH
TOAST.**

FRENCH TOAST

SCHOOLBOX

Use code **Q54SY4** to shop our school uniforms
and OLSS School receives 5% cash back



BOX TOPS

Those little Box Tops add
up fast, so keep clipping
and bring them in!

For those who prefer not
to clip, all you need is
your phone. Download
the Box Tops for
Education app.



PAPA JOHN'S

Use promo code
OLSS40 in store or
online to get 40% off

AMAZON SMILE

Shop at
smile.amazon.com
and select Our Lady
Star of the Sea Roman
Catholic Church

amazonsmile

You shop. Amazon gives.



COKE REWARDS

Login and register to
scan/enter codes or
turn them in to the
school.

PASS OUT COPIES TO YOUR FRIENDS & FAMILY!



Leave your lasting mark at OLSS School and support our students by participating in the Commemorative Brick Walkway Campaign. The bricks are installed to create a beautiful, commemorative walkway in front of the school entrance. Your custom engraved brick(s) will be inscribed with your choice of sentiment or name(s) and added to the walkway. Think how excited the children will be as they walk past their own name or that of someone they love!

Any questions can be directed to Heather McGaffin 443.324.8979 or mcgaffinfam@gmail.com

I want to help pave the way!

\$100 per brick and will be laser etched with your message. Turn in orders to the School or Church Office.

Name: _____

Phone: _____ **Email:** _____

Please **PRINT** your text below how you want your brick to read.

There are 20 characters per line, which include spaces. Leave a blank space between words.

All bricks will be approved by Father prior to engraving.

Office Use Only: CASH CHECK \$_____ DATE RECEIVED_____

The everyday way to make an impact every day

Join us in raising money for our organization simply by using gift cards where you're already shopping. It's easy, rewarding, and fits perfectly into your busy life.

A family can earn over
\$1,000
per year

Shop and earn with over 750 top brands

- Gas
- Grocery
- Clothing
- Dining
- Entertainment
- Home Improvement
- Travel
- Retail



See all available brands at ShopWithScrip.com

How it works



Buy physical gift cards from the School Office during school hours, after weekend Masses in the Parish Church lobby, or go online to get eGift cards and reloadable gift cards at face value on ShopWithScrip.com or the mobile website, MyScripWallet.com.



Easily pay online and earn a rebate between 2% and 16% that immediately goes toward funding for our organization.



New this year, pay online with credit cards or your bank account!

Use your gift cards for your everyday shopping.

“
Scrip is different because we aren't selling stuff that people don't want or need and we're not spending any extra money.

Nicole, Byesville, OH
”

Start earning today

1. Join our program by creating an account on MyScripWallet.com or ShopWithScrip.com.
2. Enter our organization's enrollment code:
3. Link your bank account to enroll in online payments and place your first order.

Have a question? Contact your coordinator via call / text / email at:

Jessica Klasko EMAIL: Jlklasko@gmail.com PHONE: 808-295-6812