



ST. MALACHY SCHOOL
340 EAST BELLE
RANTOUL, ILLINOIS 61866
www.stmalachyschool.org

FAMILY SERVICE AGREEMENT 2023/2024

For St. Malachy School to continue to offer quality programs to our students at an affordable tuition, we have created the Family Service Agreement. All registered school families are required to participate in the program.

1) All families must support the parish/school ministries with at least 25 service hours (per family) during the school year. Parents, grandparents and guardians of St. Malachy students may contribute to the 25 hour requirement. ***NOTE: all volunteers must complete the Diocese safety requirements*** you are responsible for keeping track of your hours and report them quarterly to the School Secretary. Incomplete service hours will be billed at a rate of \$15 an hour.

The following hours in BOLD are REQUIRED

a) All families are required to attend all Home and School Meetings. (4 Meetings = 8 hours). All St. Malachy parents are *automatically* members of the Home and School Association. This parent organization has a long history of providing support to our faculty, staff and students. Parents or legal guardians of children attending St. Malachy are **REQUIRED** to attend all Home and School meetings. Excused attendance must be approved 24 hours prior to the meeting by calling the school office at 892-2011. **Each family will earn 2 service hours per meeting. If you miss a Home & School meeting – and have not been excused – you will be billed \$30.00 for the missed meeting.**

b) All families are required to contribute 5 service hours toward the Fall Fest.
Fall Fest is an annual fundraiser held in October which includes a turkey dinner, kid's corner and vendors.

c) All families are required to contribute 5 service hours toward the Auction. The auction is our largest fundraiser each year. A dinner is held along with a silent and live auction. You are encouraged to contribute toward the classroom auction basket and donate your service to needs of the auction committees.

d) All families are required to work concessions at 3 sporting events. (3 Concessions = 6 hours) The Booster Club is in charge of concessions at each sporting event. Concessions are a major source of income used to finance our athletic program. Concession sign-up sheets are available at registration. If you are unable to work your scheduled event, it is your responsibility to find a replacement or substitute. **If you do not find a replacement or substitute for your scheduled event, you will be charged 2 hours for missed work and a \$15.00 booster fee. Also, you will be required to sign up for another sporting event.**

e) Any Additional hours needed to complete. Please refer to the Parent-Student Handbook on the School website for opportunities to fulfill service hours **over and above** those required.

2) All families must support our fundraising efforts by selling or purchasing:

a) 15 Fall Fest tickets: \$10.00 (\$125.00)

All families are required to sell or purchase 15 Fall Fest raffle tickets before the posted deadline. You will be billed for any unsold tickets. You may earn one service hour for every two tickets sold beyond the required 15.

b) 20 Tiger Club tickets: \$20.00 (\$400.00)

All families are required to sell or purchase 20 Tiger Club tickets before the posted deadline. You will be billed for any unsold tickets after the first drawing. You may earn two service hours for every ticket sold beyond the required 20.

YEAR-END BILLING: **All requirements in the Family Service Agreement must be completed by May 25th, 2024.** Please refer to the Tuition Policy regarding outstanding balances that may result from not fulfilling this Family Service Agreement.