



### **Parents' Association Policy and Procedures for Requests for Donations:**

Donation amounts per year will be determined by the August 31 balance sheet. The upcoming year's budget plus the next year's projected budget will remain in the account. Any surplus monies are available to be distributed. Surplus monies are not required to be distributed in full every year.

A donation request form is required to be filled out and signed for consideration. Once reviewed by the Executive Board of the Parents' Association (PA) it will be taken to the vote of the PA Board. When considering approval, the mission of the Parents' Association will be considered.

### **Mission Statement:**

The Parents' Association (PA) promotes and stimulates interest in activities that ultimately benefit the students and staff of Cathedral School. Our Mission is to create community through the events we sponsor as well as encourage and organize volunteerism through various volunteer programs. All parents and school staff are members of the Parents' Association.