



St. Vincent de Paul
Catholic School

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Dear Parent,

It is with a heavy heart that I send this letter to you.

As you may know, we have been advertising for After School Care employees since last spring. As of today, we've been able to hire just one additional employee. Based on the number of children who are signed up for the program, we need at least three more employees to be able to offer care for all the children currently enrolled.

I am asking for your help. If you know anyone, 16 or older, who may be interested in working in ASC, please ask them to contact me. This summer, I offered the school staff an incentive to help me recruit employees for the program. If I hired someone they referred for ASC based on their recruiting, they would receive a \$100 Pennies from Heaven certificate. I'm offering the same incentive to all of you. The hours are 3:00 – 6:00 p.m. on school days.

In the meantime, a few school staff members have volunteered to help in the program until I am able to hire additional employees. Because they all already have full-time positions, I realize how incredibly generous this is, and I know I cannot expect them to do it long-term.

If we are not able to hire additional employees by September 20, we will be forced to limit the number of children who attend ASC. We do not want to do that, but without adequate staffing, we will have no choice.

As a parent who relied on programs such as this when my children were young, I understand how upsetting this prospect is for all of you. My hope is that all of you will help me recruit, and I will not need to take this measure.

If we do need to limit enrollment, families who signed up for full-time care and families who have used the program more than two years would receive first priority. If an older child is high on the priority list, any younger siblings would automatically be included.

I have administered this program the past 23 years, and this is the first time I have considered limiting enrollment. Please know this is not a decision I take lightly. Providing continuity of care for our school families is important to us, and it is our sincere hope that we will be able to continue to offer it to all school families who rely on the service.

Sincerely,

A handwritten signature in cursive script that reads "Diane M. Warneke".

Diane Warneke
Assistant Principal