

JULY 25, 2008

TO: ALL PARISH ORGANIZATIONS

**RE: USE AND CARE OF PARISH FACILITIES
ARCHDIOCESAN RULES AND REGULATIONS**

FROM: REV. JAMES P. GRADY, PASTOR

USE OF ALL PARISH FACILITIES

The calendar book for 2009 is now open. All organizations that would like to use the parish facilities may send a note to the rectory or email the rectory at:

bulletinnotes@sbcglobal.net

Please include the area/room requested, date requested, and contact person, with phone number. You must reserve an area/room if you intend to use it.

The school building, including the gym and cafeteria have been thoroughly cleaned and the floors have been scrubbed and polished. Rooms have been painted and rugs cleaned. It took many long hours in the summer heat to get the building to look this nice. The school will be having an Open House on August 22. We hope to have the school building remain as clean as it was after it was finished. If each organization that uses the school building would clean up after themselves we can keep it looking very nice.

Below are listed a few rules to follow when using the gym or cafeteria:

All organizations are asked to please clean up after themselves. Tables and chairs should be put back into their original places. All trash should be picked up and taken to the dumpster. All floors should be swept clean and mopped, if needed. We can maintain the building more easily if everyone does their part.

According to the Archdiocesan Guidelines there can be **no smoking** in the school building. **There is no exception to this ruling.**

Anyone over 18, working with children, must take the **PROTECTING GOD'S CHILDREN WORKSHOP**. This is also an Archdiocesan rule and there are **no exceptions**. If you need information on completing this process, or need more information, please call Mary Steck, 353-5057.

CC:

ATHLETIC ASSOCIATION:	Rick Horas, Mike Shepherd
BOY SCOUTS:	Joe McCarthy, Rob LeGrand, Bob Ampleman
GIRL SCOUTS:	Lisa Mitchell
50 PLUS CLUB:	Jim Mattingly
KNIGHTS OF COLUMBUS:	Bob Ahrens
LADIES' CLUB:	Mickey Janos
MENS' CLUB:	Paul Beckerle, Mickey Regan
M.O.M.S.:	Karen Majda
PTA:	Ann Rooney
SCHOOL BOARD:	Pierre Benoist