



A *love* for God.

A desire to *learn*.

A commitment to *serve*.

## Scrip Revenue Policy

*Scrip is a program whereby members of the SJCS Community can buy gift cards for a wide variety of merchants including grocers, gas stations, retail stores, and restaurants. By participating in the Scrip program, these merchants agree to donate a percentage of the money spent back to SJCS. These percentages range from 1%-23%, depending on the merchant. With the Scrip program, families can raise funds for the school within the context of their normal spending habits. To motivate families to participate, SJCS splits the money it receives with the families who made the Scrip purchases. The following policy explains how this revenue sharing occurs.*

1. Of the money SJCS receives back from the Scrip program, 50% will be allocated to the CPTA budget, and 50% will go back to the individual families who purchased the Scrip.
2. Families may use their Scrip income for tuition or re-enrollment expenses only.
3. Since all Scrip income comes to the CPTA first, the CPTA will distribute 50% of its Scrip earnings back to the families once per fiscal quarter. These funds will go to a specially designated SJCS account used for Scrip revenue.
4. SJCS will then notify individual families of the Scrip funds available to them on a quarterly basis as well. Families may then decide whether to apply the money at the time of notification, or let it roll over for future use.
5. Families enrolled at SJCS or SJCP have 3 choices for allocating their Scrip funds:
  - a. for the tuition or re-enrollment of their own child(ren)
  - b. for the tuition or re-enrollment of an SJCS family of their choice
  - c. back to the CPTA to provide greater profits for SJCS
6. Individuals or parents who are planning to send a child to SJCS in the future may begin a Scrip account and bank revenue to be used in the years ahead.
7. SJCS employees are not permitted to designate their Scrip revenue to another SJCS family (The intention being to eliminate any perception of favoritism and avoid any conflicts between teacher and school families).
8. SJCS Employees have 3 choices for allocating their Scrip funds:
  - a. for the tuition or re-enrollment of their own child(ren)
  - b. back to the CPTA to provide greater profits for SJCS
  - c. into a fund for families in need. The SJCS Finance Committee will be responsible for determining the disbursement of this money, as it does with the rest of the school's financial assistance.
9. Questions regarding the administration of this policy should be directed to the SJCS bookkeeper.