

Planning a Class Reunion

One of the most frequent questions we receive in the Alumni Office is, “Is our class having a reunion?” To help clarify the process, here is some information regarding the reunion procedures at St. Monica:

Create a Committee

Step one is for a class to create a reunion committee. We always recommend that the committee consist of more than one person as it is often the many personal connections that generate interest in a reunion by classmates. If a reunion committee is set by January of your reunion year, there will be plenty of time to plan a summer or fall reunion.

Contact the Alumni Office

Once a class is ready to begin planning their reunion, a member of the committee should contact the Alumni Office. We will be able to provide you with an up-to-date class list that includes names, addresses, phone numbers, and in many cases, emails of the members of your class. The class representative will be asked to sign an agreement that this information be used solely for the purpose of contacting people for the reunion.

Advertise

As the class begins planning the specifics about their reunion, the Alumni Office can again be of assistance. We are happy to advertise your reunion in both the Ancient Mariner and on the school website. We have found that many people go first to the website to see the status of plans for their reunion.

Coordination

The Alumni Office is also happy to help coordinate school tours, school masses, etc. for your reunion party. If there is interest in holding the reunion on the St. Monica campus, it is important to offer numerous dates far in advance of your reunion as the Parish, High School and Elementary School utilize all of the facilities on a regular basis.

Follow Up

After the reunion is over, we encourage each class to send in photos and a write-up on the reunion event that we will include in the next newsletter as well as posting on the school website. We also appreciate any updated information that allows us to update our database.

We hope this helps to clarify the reunion process. Think it sounds a little overwhelming? It doesn't have to be! If you can gather at least three to five classmates to share the load, it can be a rewarding experience that brings about lasting memories!

Contact the Alumni Office at (310) 394-3701 x1307 for more information!

