

OUR LADY OF THE ASSUMPTION SCHOOL  
Family Service Program  
2010-2011

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**CONTRACT FOR OUR CHILDREN**

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**I. WHAT IS FAMILY SERVICE?**

Family service is parent involvement through service during school hours, after school, in the evenings, on weekends and/or during the summer.

**II. WHY HAVE THIS PROGRAM?**

- A. Create a supportive, involved spirit among all parents.
- B. Maintain the quality of our educational program.
- C. Minimize the cost of our total program.
- D. Involved, interested parents usually have involved, interested students.

**III. PARTICIPATION**

- A. The Parent Teacher Group administrates the Family Service Program.
- B. All parents are members of the Parent Teacher Group.
- C. Participation in this program is required of all families with children enrolled in this school.

**IV. HOW DOES IT OPERATE?**

- A. Every family agrees to this responsibility when they sign the Family Registration Form and the "Contract For Our Children".
- B. Every family is required to contribute at least the minimum number of service hours.
- C. Hours are counted between July 1<sup>st</sup> and June 30<sup>th</sup> of the following year.
- D. When a service is completed it is described on a report form and submitted to the school office.
- E. Hours are tallied prior to registration. Families are reminded if they are lacking the required number of service hours.
- E. **Families who do not contribute the required amount of service hours will be required to pay the "non-participating" fee of \$1000.00.**
- F. **Every hour of work force time missed and every work force shift that is missed or not completed will result in a \$25.00 per hour fee due prior to the following school year's registration or before June 30.**

**V. REQUIRED HOURS**

- A. 40 hours for a two adult household
- B. 20 hours for a single adult household
- C. 20 hours each for joint custody households
- D. Hours will be required as follows:

**Auction: 10 hours    Country Fair: 3 shifts (3-4 hours per shift; 9-12 hours)**

**Other: 20 additional hours** to be spread among other school fundraisers and school and parish related activities, including but not limited to, classroom/library volunteer work, field trips, coaching, parish ministries, sporting events, and **paper** SCRIP purchases (1 hour = \$300.00 purchased). Up to ten hours of service hours may come from service to our parish. We encourage families to invest a minimum of five hours to parish ministries or parish activities put on throughout the year. **If your child participates in a sport, parents are required to work 2 to 4 hours supporting the sports program in some way.** Please see "Service Hours Breakdown" sheet for additional information.

- E. Only the principal and/or the pastor are authorized to make exceptions to this program.

# Service Hours Breakdown

*This is not an exhaustive list. It is intended to give guidance and direction. If you have a question about service hours you may direct them to the PTG Service Hours Coordinator.*

**Auction Hours: (Minimum 10 Required)** Any hours earned related to OLA Auction.

**Country Fair: (Minimum 9-12 Required)** any hours earned related to Country Fair.

**Sporting Events:**

Little Dribblers Snack Shack; Scoreboard Operator, Timekeeper at Track Meet, Referee, Coach, Set Up/ Clean Up At Games, etc.

**Scrip Workforce:** Sorting, Selling, Distributing Scrip.

**Miscellaneous Fundraisers:** Halloween Trunk or Treat, Santa Breakfast, Original Artwork, Entertainment Book sales, Book Fair, Logo Wear, Golf Tournament.

**Library:** Time spent working in OLA library.

**Coach:** Sport Coach, Club Coach, Academic Decathlon Coach.

**Miscellaneous School:** Time in classroom helping teacher, field trips, lunch hour helper, Snack Shack, Art Docent, Missoula Theater, Literature Circle, Hospitality for Boo Hoo Coffee, Back-to-School Night, Fall and Spring PTG Gatherings, Family Movie Night, Family Bingo Night, Father/Daughter Dance, etc.

**SCRIP Dollars:** One hour earned for every \$300 on **paper** Scrip purchases. Hours earned are calculated from the SCRIP Chair's final accounting at end of each school year.

**Miscellaneous Church:** Church Ministries, Alter Robe Washing, Grounds Maintenance, Faith Formation Catechist, Eucharistic Minister, Lector, Volunteering at Parish Events such as the Lenten Soup Night.

**PTG:** Time spent as Room Reps, Committee Chairs, and Officers.

**CSAC:** Time spent on CSAC or a CSAC Committee

**Double Hours can be Earned by Working the Following:**

- Clean up after an event, such as Auction or Country Fair.
- Auction Marshall and Auction Cashier

**NOT Counted as Service Hours:**

- Boy/Girl Scout volunteer
- Cotillion chaperone
- Attending events, such as, Auction, Country Fair, Golf Tournament, Back-to-School Night, Fall/Spring PTG Gatherings, etc.
- Meetings required for your child's Sacraments
- Open House attendance

**Clarification for Field Trips and Mass:**

- Field trips earn up to 8 hours per day per trip. This includes overnight field trips. Please observe the hours noted on the permission slip when marking hours.
- For Lectors and Eucharistic Ministers, two Masses = 1 service hour

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## CONTRACT FOR OUR CHILDREN

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Parents who have children enrolled in Our Lady of the Assumption School have a common interest in all activities and programs sponsored by this school, and that, of course, is our children.

Our Parent Teacher Group plans several activities and events for the purpose of building community among our families and raising funds for the financial support of our school programs. The ultimate goal of all of our efforts is the same: to provide the very best for our children.

Every parent is required to be involved in our activities.

Every parent is required to actively support the Family Service Program, especially our major fundraising programs:

- 1) SCRIP      2) OLA Auction      3) Country Fair

It is our belief that every parent will look for opportunities to use his or her gifts, talents, and time in other creative ways for our children.

Therefore, as part of the registration requirement for Our Lady of the Assumption School, every parent must sign this "Contract For Our Children" and return it with the registration form. **Continued enrollment for succeeding years is dependent upon the fulfillment of the "Contract for Our Children" i.e. the completion of the required service hours or payment of the non-participating fee of \$1000.00.**

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"I (we) have read and understand the "Contract For Our Children" and will be involved in the Family Service Program and all activities and programs sponsored by Our Lady of the Assumption School. I (we) understand that I (we) am (are) responsible for completing and reporting the required hours before June 30 of each school year. I (we) understand that if we choose not to complete our hours we will pay a non-participating fee of \$1000.00. **I (we) understand that every hour of work force time missed and every work force shift that is missed or not completed will result in a \$25.00 per hour fee due prior to the following school year's registration or before June 30.**

Family name (please print) \_\_\_\_\_

Mother's signature \_\_\_\_\_

Father's signature \_\_\_\_\_

Grade of oldest in Fall 2010 \_\_\_\_ Date \_\_\_\_\_