

**St. Paul's School
Parent Service Hour Program
2009 - 2010**

Volunteers are not paid --
not because they are
worthless, but because
they are priceless.
~ Unknown

Why do we have a Parent Service Program?

Parents provide a valuable service to our school. Through the Parent Service Program, parents have the opportunity to meet each other and build a community. Additionally, our school gains access to talents and abilities that are vital to the life and mission of our school. Parents, Grandparents and other family members working on behalf of the school help to strengthen and increase our spiritual and scholastic environment. St. Paul's parents commit to a specific number of hours a year in service to their children at school. They serve in a variety of ways in and out of the classroom. This program allows us to keep service-related costs down while allowing parents to interact with their child, their child's friends and other parents, building the kind of family atmosphere that has become a trademark of St. Paul's School. Through your example of service, your children will learn valuable lessons in ownership and giving back.

What is the Parent Service Program and what types of service count?

Two parent families are required to perform 40 hours of service and single parent families are required to complete 20 hours of service for the 2009 - 2010 school year. Services that benefit the school, its students (for school-related activities), or are in support of an activity or event sponsored by the Parent Teacher Group, Athletic Board, Teachers, Parish etc. If you are uncertain about a particular service, you may contact the service program coordinator, Mrs. Cynthia Olivo at (415) 648-2055.

How can I find out about service opportunities?

Attached is an annual calendar with a complete list of volunteer opportunities. Choose the opportunities that fit into your schedule and your areas of expertise or interest. Parent Service opportunities will also be listed in each week's newsletter with the name of the contact person. There are many service opportunities that may not be specifically listed in the calendar or the newsletter that count for parent service hours. For example: field trips, attending board and committee meetings. These hours are all important services to the St. Paul's community.

Who may perform the service hours?

Immediate family members of St. Paul's student's may perform service hours for the family.

Who will keep track of the service hours?

Parents/Guardians are responsible for keeping track of their own hours on a Parent Service Hour Report Form. All hours are subject to verification by the service hour coordinator.

What is the procedure and timeline for reporting hours?

Return the Parent Service Form to the **SCHOOL OFFICE three times a year – November , February & April** (Please keep a copy for yourself). You are encouraged to report the number of service you have above the required minimum. "Extra" parent service hours are not carried over to the following year. All service hours begin June 1, 2009 and end May 31, 2010 for the 2009-2010 school year.

