

# **Notre Dame of DePere**

## **Family Service Hour Requirements**

2017-2018

Catholic School volunteering is an important and great way to stay involved in your student's life, and to meet other parents. It has been proven that the more involved a parent is, the more successful a student becomes in his or her education.

At Notre Dame of DePere, all K-8 two-parent families are expected to fulfill 24 school volunteer hours. Single parent families are expected to fulfill 12 school volunteer hours. Preschool families are not required to fulfill any Family Service Hours.

It is required that half of the service hours (12 hours for two parent families, 6 hours for single parent families) will be dedicated to fundraising activities. Any event that raises funds for the school will qualify for this portion of your commitment. The remainder of the family service hours can be fulfilled through a large variety of activities such as volunteering in the classroom, library, playground supervision, etc. **See attached "Service Hour Activity Classifications for Notre Dame of De Pere" for a list of activities and their classifications.**

All family service hours for the 2017-2018 school year will need to be completed by April 27, 2018. Hours worked after April 27, 2018 will count towards and may be recorded for the 2018-2019 school year. After April 27, 2018 all the family service hours reported will be recorded and any unfulfilled hours will then be charged at the rate of \$12.50 per hour. Families may choose to buy out of their service hours. The charge for two parent families is \$300 and \$150 for single parent families. Please note: School families can provide in-kind services to the school in place of service hours at the principal's discretion. Please contact the principal if interested.

Each Notre Dame of DePere family is asked to keep track of your volunteer hours and submit your hours by completing the enclosed form. This form can then be provided to the Elementary or Middle School Office or emailed to Tracy Glover at [tglover@stmarydepere.org](mailto:tglover@stmarydepere.org)

## Service Hour Activity Classifications for Notre Dame of De Pere:

### **Fundraising Service Hours:**

- School Auction (TSF)
- Serology Candy Sale (TSF)
- Spring Fundraiser (TSF)
- Scrip (TSF)
- Island Carnival (TSF)
- Church Picnics (TSF)
- Land End Reward Program (TSF)
- March Madness Athletic Fundraiser (Ath)
- Raider Wear (Ath)
- Any work done at a basketball or volleyball tournament hosted by ND (Ath)
- Athletic Concession Stand (Ath)
- League Volleyball Tournament (Ath)
- Fall Fest (H&S)
- Election Day Bake Sale (H&S)
- Box Tops for Education (H&S)
- Milk Caps (H&S)
- Austin Receipts (H&S)
- Scholastic Book Fairs (Specific Needs)
- 8<sup>th</sup> Grade Discount Card (Spec Needs)
- Work for Fundraising Committee

### **Non-Fundraising Service Hours:**

- Refereeing at athletic events (Ath)
- Book keeping at athletic events (Ath)
- Work for Athletic Booster Club (Ath)
- Adopt a Family for Christmas (H&S)
- St. John Homeless Shelter (H&S)
- Muffins for Moms (H&S)
- Donuts for Dads (H&S)
- Grandparents Day (H&S)
- Work for Spirituality Committee (H&S)
- Work for Home and School Committee (H&S)
- Teacher Appreciation Week (H&S)
- Staff Treats (H&S)
- Work for Marketing Committee (Mktg)
- Catholic Schools Week Showcase (Mktg)
- 8<sup>th</sup> Grade Graduation Party Planning (Specific Needs)
- Classroom Volunteer
- Library Volunteer
- Lunch Serving/Escort Volunteer
- Playground Supervising
- Room Parent
- Other service hours not designated as fundraising service hours

### **Activities that do NOT count as service hours:**

- Girl Scouts
- Boy Scouts
- Bricks for Kids
- Destination Imagination
- Junior Achievement
- Attending classroom parties (unless homeroom parent)
- Field Trips

### **Roles that automatically fill all Service Requirements**

- Site Advisory Council
  - All Active Members
- Athletic Booster Club
  - Chairperson(s)
  - Vice Chairperson
  - Head Coaches
  - Concession Chair
- Home and School committee
  - Chairperson(s)
  - Treasurer
  - Spirituality Lead

*Coordinating Committees for Service Hour Activities:*

**TSF** = Third Source Funding  
**Mktg** = Marketing

**H&S** = Home and School  
**Spec Needs** = School Specific Needs

**Ath** = Athletics

# ***Notre Dame of DePere Family Service Hour Log Sheet 2017-2018***

## **DONATION HOURS**

***Two Parent Families** = minimum of 24 hours (at least 12 hours from fundraising activities)*

***Single Parent Families** = minimum of 12 hours (at least 6 hours from fundraising activities)*

*PLEASE SEE “Service Hour Activity Classifications for Notre Dame of De Pere” sheet to ensure that service hours are appropriately classified and calculated.*

**FULL FAMILY NAME:** \_\_\_\_\_

Name of Event	Date Worked	Worker’s Name	Fundraising (Min. 12 hrs)	Non-Fundraising

All hours should be tracked and forwarded to Tracy Glover at the Middle School or via email: tglover@stmarydepere.org

**All family service hours for the 2017-2018 school year will need to be completed by April 27, 2018.**