



## VOLUNTEER CO-OP

The most valuable resource that children have is their parents. It is with this in mind that Stepping Stones encourages parent participation in our school community. Below is an excerpt from the **2015-16 Enrollment Contract**, section 1.5, stating the fees & number of hours required for families.

### 1.5 PARENTAL INVOLVEMENT IN SCHOOL ACTIVITIES AND FEE PROGRAM:

We understand that all of our families have different constraints on their time and finances, thus families are given the choice between donating 16 hours of their time to the school during the course of the year (June 16 to June 1), or paying a \$200 fee.

You may log your donated hours by filling out the forms provided by the office.

- 1.5.1 If a family is unable to donate the full 16 hours during the course of the year, that family's \$200 fee will be prorated to reflect the hours that the family was able to donate to the school.
- 1.5.2 For families starting **AFTER** January 1st the hours are reduced to 8, fee is reduced to \$100. Fees will be accessed in May 2016 for payment June 1.

Please share below some information about yourself and your talents.

Name: \_\_\_\_\_

Student's name and classroom: \_\_\_\_\_

Please ***check all*** that apply

- I am available to volunteer periodically
- I would like to volunteer on an ongoing basis
- I would prefer to volunteer from home
- I prefer to volunteer my skills at the school

*What is the best way to reach you?*

Email \_\_\_\_\_  Phone \_\_\_\_\_

*Do you have any special education, training, or skill you would like to share with our community/students?*  Yes  No

\_\_\_\_\_  
\_\_\_\_\_

*Ways to give:*

***Administrative***

- |   |   |
|---|---|
| <input type="checkbox"/> Public Relations             | <input type="checkbox"/> Graphic Design             |
| <input type="checkbox"/> Writing/Proofreading/Editing | <input type="checkbox"/> Website Design/Maintenance |
| <input type="checkbox"/> Phone Calls (from home)      | <input type="checkbox"/> Fundraising                |

***Maintenance & Grounds***

- |   |  |
|---|--|
| <input type="checkbox"/> Weeding                | <input type="checkbox"/> Light Carpentry               |
| <input type="checkbox"/> Raking                 | <input type="checkbox"/> Hanging shelves, artwork etc. |
| <input type="checkbox"/> Planting & maintaining | <input type="checkbox"/> Painting                      |

***School Events & Activities***

- |  |                                    |
|--|------------------------------------|
| <input type="checkbox"/> Coordinate volunteers | <input type="checkbox"/> Sewing    |
| <input type="checkbox"/> Set up                | <input type="checkbox"/> Chaperone |
| <input type="checkbox"/> Clean up              |                                    |

***Classroom & Student Oriented***

- |  |   |
|--|---|
| <input type="checkbox"/> Fieldtrip chaperone     | <input type="checkbox"/> Going Out chaperone (Elementary) |
| <input type="checkbox"/> Cleaning & organization | <input type="checkbox"/> Book club (Elementary)           |
| <input type="checkbox"/> Laundry                 | <input type="checkbox"/> Recycling                        |

*Volunteer clearance packets are available at the office and must be completed prior to having unsupervised contact with children, if you volunteer for more than 4 hours a week, and/or driving children for a field trip.*

After task(s) completion, **CO-OP cards should be placed in the Tuition Box.**

Please see the main office for further information.

**RETURN TO MAIN OFFICE BY first day of school**