

*St. Vincent de Paul School*  
*Service Time for 2015 - 2016*

*Family Name* \_\_\_\_\_  
*Homeroom* \_\_\_\_\_  
*For hours worked during*  
*the month of* \_\_\_\_\_

**Service Time Hours for St. Vincent de Paul School**

In order to keep the tuition costs down and bring about a spirit of community and cooperation, each school family is expected to give service time and participate in parent activities and fundraisers. Service Time will be a total of thirty-five (35) hours for each family; **30 hours of service to the school and 5 hours of service to the parish**. Single parents may request a reduction in hours from the principal at the time of returning the financial contract. In addition, each family is required to attend four (4) Parents Club meetings during the year.

*We need volunteers in the classrooms and on the playground throughout the entire year.*

*We encourage you to dedicate 10 hours of your service time to one of our fundraisers.*

<u><b>SCHOOL</b></u>	Total Hours
Art Docent	
Campbell's Soup / Boxtops	
Carpool helper	
Catholic Schools Week	
Classroom	
CYO Head Coach **	
Family Reunion	
Field Trips	
Fun Day in June	
Gardening	
Graduation	
Health Screening	
Library	
Lunchroom setup / Pizza lunch	
Math Team Head Coach **	
Mile Run	
Office	
Penny's Park Clean-up	
Playground/Recess monitor	
Teacher requests	

<u><b>FUNDRAISING</b></u>	Total Hours
Auction Chair	
Auction Volunteer	
Scrip Chair	
Scrip Volunteer	
Raffle Chair	
Raffle Volunteer	

<u><b>OTHER</b></u>	Total Hours
Special Activity / Project <b>with prior approval</b> by Principal / Executive Board	

<u><b>PC / SCHOOL COMMISSION</b></u>	Total Hours
Parents Club Board Member	
School Commission Member	
Fundraising Advisory Committee	

**TOTAL SCHOOL HOURS**  
**EARNED THIS MONTH**

\*\* Only the Head Coach and one assistant coach receive service time.

CYO Coaches may choose to take their time as either School service or Parish service, but not both.

**Service time must be completed by May 1, 2016. Any service time done after this date will be credited to the following year.** Unearned service time will be calculated at the rate twenty-five dollars (\$25) per hour, payable to *St. Vincent de Paul School - The Principal's Fund*.

<u><b>PARISH SERVICE</b></u>	Total Hours
Please specify your service activity or ministry.	

**PARENTS CLUB MEETINGS**  
*Credit for attending PC meetings is taken from the attendance sign-in sheet at the meetings*

**In addition to service time, each family is required to attend four (4) Parents Club meeting during the school year. Missed meetings will be calculated at \$25 per meeting.**