

EXPLANATION OF THE SERVICE HOURS PROGRAM FOR 2018-2019

Each family with students enrolled in grades Pre-K4 (Full Day)-8 will be responsible for completing its own hours. Participants must be 21 years of age or older. Any high school age child that assists for any school function will only be able to receive credit towards their high school community service hours. Service hours cannot be shared among families or friends.

Please note: It is *your* responsibility to sign in and out so that you receive proper credit for hours worked.

Only activities listed below, or approved by the Support Programs Coordinator in writing, will qualify for Service Hours Program credit. Excess hours cannot be carried over to the following school year.

Advancement Committee - Volunteers are needed with experience in areas such as marketing, advertising, publishing, communications and/or grant-writing, to assist the Development and Admissions Offices in promoting and increasing the visibility of Monsignor Slade Catholic School. Requires attendance at monthly meetings and participation in sub-committees addressing areas mentioned above that will also involve some after-school and/or weekend volunteer time.

Baking for Events - If you choose to bake for events, you will be notified of the upcoming events and the type of baked goods needed. You must send in one cake, two dozen cupcakes or two dozen brownies, etc., to receive one hour of credit for each event. No credit will be given for store-bought items. A list of the baking events include: Christmas at Slade, two Grandparents' Days, Family Bingo, and monthly bake sales for students. You will be notified of any additional baking opportunities. (No other areas that you may be asked to donate baked goods for during the school year will earn any Service Hours Program credit, i.e., sporting banquet, band banquet, etc.) A letter will be sent home at the end of September explaining the specifics for this event to those who sign up to bake for events.

Classroom Aide/Volunteer - You may work any day, Monday through Friday, in the kindergarten through 8th grade, as needed by a teacher. Please contact your child's homeroom teacher for further information as to dates, times, etc. Aides assist the teacher by working with individual students or small groups of students. Hours will be credited for services performed between 8:15 and 2:15 p.m. In order to receive proper credit for your service hours, you must indicate "Classroom Aide" and the homeroom number for which you are assisting when you sign in at the Front Office. Participants must be 21 years of age or older. All participants must be VIRTUS/STAND compliant.

Club Volunteer - Parents volunteer to assist the club moderator in various capacities as requested by the teacher. All participants must be VIRTUS/STAND compliant.

Hospitality Committee - This committee is comprised of three sub-committees. Each will be responsible for set-up, including making coffee and punch, serving and clean-up.

Committee #1 - August 29, 2018 - New Parents' Night; November 12, 2018 and January 27, 2019 - Open Houses

Committee #2 - October 10 and 11, 2018 - Muffins with Mom; February 27 and 28, 2019 - Donuts with Dad;

Committee #3 April 11 and 12, 2019 - Grandparents' Days.

You will be scheduled by the Hospitality Committee Chairperson to work for these receptions and/or socials. All participants must be VIRTUS/STAND compliant.

Maintenance - Assist our maintenance engineer with the grounds work, painting, hauling, and more. Weekday and weekend opportunities are available. If interested, you are responsible to contact our Facilities Manager at (410) 766-1598 and leave a message. Be sure to include your daytime phone number.

Office Volunteer - The school office needs volunteers who can do occasional clerical work. Typical in-school jobs would include front desk reception, preparing mailing materials, making copies for teachers, etc. At-home volunteer work would include: making phone calls, stuffing envelopes, applying labels and postage to mailings, clipping box tops, etc.

Parent Cleaning Days - November 17, 2018, January 26, 2019 and April 6, 2019.

Whenever parent cleaning days are scheduled, parents come to school to do some general cleaning and yard work. This event takes place from approximately 7:30 a.m. to 12:00 p.m. on Saturday mornings. You will receive one hour of credit for every hour worked.

Sports Programs - Sports hours are earned as follows: Offices: Athletic Council Officers - 12 hours; Sports Commissioners - 12 hours; Sport Directors - 12 hours; Teams: Coach - 12 hours; Assistant Coach (up to two per team) - 10 hours; Event Monitor - 10 hours; Team Parent - 5 hours. Any questions may be directed to one of the Athletic Council members listed in the Handbook or on the Slade sports website—www.sladesports.com. All participants who are planning to volunteer in the sports program must be VIRTUS/STAND compliant.

Uniform Exchange - Volunteers are needed to help sort and organize donated uniforms prior to the scheduled uniform exchange sale. During the event, volunteers help shoppers locate desired uniform items. The Uniform Exchange is held three times per year with volunteers expected to work from 2:00-6:30 p.m. All volunteers must be VIRTUS/STAND compliant.

Home and School Association Activities

For the following Home and School Association activities, the Service Hours Program will credit your account as follows: For every hour worked, you will receive one hour of credit, with the exception of those people who are appointed chairperson. The chairperson will receive their full 12 hours of credit for chairing these activities.

Sports Cards Shows: Help is needed to set up tables and chairs early in the morning, give general assistance during the day, and clean-up after the event. *Please note:* Hours for June show will be applied to the 2019-2020 school year.

Candy Sale: This event involves tallying, packing and distributing orders in school during the day. All in-school participants must be VIRTUS/STAND compliant.

Spaghetti Night: This evening event requires volunteers to help set up, work, and clean up on the day of the event. All participants must be VIRTUS/STAND compliant.

Christmas at Slade: This event requires organizing or working on the various committees, set-up, working the December event, and clean-up. All participants must be VIRTUS/STAND compliant.

Bags & Bling Bingo: This event requires people to assist as kitchen crew and/or floor workers during family bingo. All participants must be VIRTUS/STAND compliant.

Roadrunner Race for Slade: This event takes place during the school day. Parents are needed to man checkpoint stations throughout the race. All participants must be VIRTUS/STAND compliant.

Spring Fund Raiser: This one-day event requires volunteers to help plan, organize, and work together on various committees throughout the school year. Volunteers are needed to help set up, work, and clean up on the day of the event.

Color Run: This event takes place on Saturday morning. Parents are needed to man checkpoint stations throughout the race. All participants must be VIRTUS/STAND compliant.

Flower Mart: This event requires people to assist with setting-up and selling of the plants to the children and parents during school hours. All participants must be VIRTUS/STAND compliant.