

**MOL VOLUNTEER / SERVICE GUIDELINES****\*2017-2018 SCHOOL YEAR**

Parents' positive participation in the life of the school sends a strong message to the children about the family's commitment to their faith, education, and community. Volunteers bring ideas, energy, and expertise, and are an essential part of what makes our school great.

Each family is asked to assist with the volunteering efforts of the school by giving of their time and talent. Each time you volunteer, you make a difference in our parish, our families, our community and the world! We are sincerely grateful and extend a big thank you for all you do for our school community!

\*Base tuition for 2017-2018 is set at \$2,300/student (1<sup>st</sup> child) grades K-8. In addition to our tuition set for the school year, each family will be expected to donate 15 credits of volunteer time and talent in service to the children of the school, or be assessed \$17 for each credit not completed.

**This is a 15 credit per family incentive, not per child.**

Examples:

0 earned credits:  $15 \times \$17 = \$255 + \$2,300$  (1<sup>st</sup> child tuition) = \$2,555

5 earned credits:  $10 \times \$17 = \$170 + \$2,225 = \$2,470$

15 earned credits:  $0 \times \$17 = \$0 + \$2,225 = \$2,300$

- Credits can be accumulated by parents, grandparents, other family members or friends, but each credit can only be attributed to one family. Parents of MOL students cannot donate credits to another family besides their own.
- Credits can be earned from June 1, 2017 – May 31, 2018 for the 2017-2018 school year. Credits cannot be carried over from one school year to the next, unless full credit assessments price was paid up front and then the family decided to volunteer during that same school year. We will also accept any volunteering credits performed between April 15 and May 31, 2017, as long as they are a service that is planning for the next school year. Examples would be: attending a meeting planning for next year's Marathon, Evening 4 Education, or Carousel of Crafts, meeting to form a new committee, etc.
- Parents of pre-school only children are not obligated to these guidelines; however they are welcomed and encouraged to become involved in their child's school.

- Parents are encouraged to sign up for Volunteer hours at the beginning of the school year with the volunteer coordinator so that we can plan effectively. People who have chaired events the previous year will have first chance to chair it again, and ideally will use their last year chairing an event to train the next year's chairperson.
- As an incentive for early registration, 2 credits will be given per family who registers and pays early registration fee on time.
- In order to receive scholarships through MOL, all 15 credits need to be completed or agree to be completed.
- One (1) credit will be allocated for every \$250 raised from Marathon pledges, Catholic United Financial Raffle tickets, Evening for Education raffle tickets, and Evening for Education event tickets.
- Families can also accrue up to 5 credits for volunteering at their respective parishes/congregations. Credits can be received from activities including breakfasts, bazaars, teaching CCD, VBS, etc., but not activities that involve the actual mass/ service such as Eucharistic Minister, server or lector. High school students would be able to accrue credits for their families, but they cannot be used for both religious education service hours and MOL credits.
- A background check and the Safe Environment Training Course will have to be completed by all volunteers who work directly with students. The Safe Environment Training Course is available online and takes about 10 minutes. This course must be renewed every school year. The background check is a questionnaire available at either school. It must be renewed every five years. **There will be no credit given if you have performed volunteer work directly working with students and haven't completed the safety training.**
- A volunteer form will need to be filled out and turned in to either school office within 2 weeks of the time you volunteered so that you receive credit for your hours. These forms are available on the school website and both school offices.
- **The volunteer opportunities described below are only a portion of what is available. This is a work in progress and many more opportunities are developing. Please talk to the principal, assistant principal or the volunteer coordinator if you have something you think would count, but is not listed.**

## Volunteer Credit Spreads heet

### 15 credits

Chair or co-chair Marathon  
Chair or co-chair Evening for Education  
Chair or co-chair Evening for Education Silent Auction  
Chair or co-chair Evening for Education Cash Raffle  
Chair or co-chair Carousel of Crafts booths  
Chair or co-chair Carousel of Crafts Food Booth  
Chair or co-chair Catholic United Financial Raffle  
School Board member – must attend 8 meetings  
MOL Parent & School Organization officer – 6 meetings must be attended  
Organize or co-organize Scrip books  
Chair Ministries Cards fundraiser  
Schedule recess volunteers  
Schedule lunchroom volunteers

### 12 credits

Chair Teacher Appreciation Meal  
Keep track of ticket sales for Evening for Education  
Type up bidding sheets for Evening for Education Silent Auction  
Sub chair Games for Marathon  
Sub-chair Letters to Businesses for Marathon  
Sub-chair Money Counting for Marathon  
Coordinate Mass Donations/Speakers at Masses for Marathon (pre-Marathon and thank you)

### 6 credits

Incentives/Prizes for Marathon

### 3 credits

Marathon Route/signs  
Communication/Public Relations for Marathon  
Organize volunteers for Grandparent's Day (MOLES)  
Chair Dam Festival Parade float  
Chaperone a MOLMS dance

### 2 credits

Supervise students for Marathon  
Help with kids games for Marathon  
Help at door or with Silent Auction during Evening for Education  
Work 1 full shift for Carousel of Crafts  
Decorate Dam festival parade float

### 1 credit

Help in lunchroom or on playground for MOLES Grandparent's Day  
Sell tickets for fundraisers after a mass (1 credit per mass)  
Sell Scrip after mass (1 credit per mass)

1 recess duty  
 1 lunchroom duty  
 Help serve Teacher Appreciation Meal  
 Volunteering in kindergarten classrooms – 1 credit per hour worked  
 Boxing up ink cartridges – 1 credit per hour worked  
 Skilled labor at school buildings (maintenance of building and grounds) – 1 credit per hour worked  
 Fundraising input committee - 1 credit per hour worked  
 Attend a Parent & School Organization meeting  
 Make new angel costumes to be used by schools ad parishes at Christmas time (1 credit per hour worked)

**Tuition schedule for Catholic Families:**

<u>Child</u>	<u>Full 15 credits volunteered</u>	<u>No volunteer credits</u>
First child	\$2,300	\$2,555
Second child	\$2,300	\$2,555
Third child	\$2,100	\$2,100
Fourth child	\$1,900	\$1,900
Fifth child	\$1,900	\$1,900

**Tuition schedule for Non-Parish Families:**

<u>Child</u>	<u>Full 15 credits volunteered</u>	<u>No volunteer credits</u>
First child	\$2,800	\$3,055
Second child	\$2,800	\$3,055
Third child	\$2,600	\$2,600
Fourth child	\$2,400	\$2,400
Fifth child	\$2,400	\$2,400

*Adopted May 2015*

*MOL School Board*

*Updated figures: February 2016*

*Updated guidelines: April 5, 2016*

*Updated for 2017-2018 school year: January 23, 2017*