

G.R.A.C.E.

(Giving Resources and Committed Energy)

Grace Lutheran School Service Hours Program

"... and let us run with perseverance the race set before us." Hebrews 12:1

Guidelines

With the acceptance of registration or re-registration, a family makes a commitment to fulfill the required service hours.

Each two parent family is responsible for twenty (20) hours of service to the school per year (August through May); single parent families will provide ten (10) hours. Two parent families are defined as households with two natural parents or a parent and a step-parent. Families who wish to be designated as a one parent family must submit a letter to the coordinator requesting that designation. Extended family members and friends over the age of 18 may work service hours for a family. These hours can be transferable from one family to another upon approval from coordinator.

Each family will be asked to complete a Parent Activities List indicating desired areas of service. It is the responsibility of the parent to sign up, follow up, independently seek ways to complete service hours, and to keep track of service hours on the service card you will received during your home visit. If you would like to work in either the classroom during school hours, or the kitchen, a schedule will be provided for these two areas. Attending school events which you volunteer in some capacity earns parent service hours, however, bringing in cake and treats for your child's birthday in the classroom is not eligible.

Parents are required to attend one PTC meeting per year earning two hours per meeting attended. This does not include the home visit, individual class meetings, or any teacher conferences. It is requested that 2 hours be committed to the school auction. These may be completed by either working on an auction committee, class project or by soliciting or donating one item valued at \$30.00. The remaining hours are to be fulfilled according to parents' interests and talents and/or time restraints. If a family is experiencing extenuating circumstances, they should contact the coordinator.

Submission and Recording of Hours

Parents are responsible for keeping an accurate account of hours worked, and are also responsible for submitting these hours to the school office at the end of each quarter. You may either pick up a new card in one of the offices or request that it be sent home with your child. These hours will be forwarded to and recorded by the Mrs. Linda Green, G.R.A.C.E. Service Hours Coordinator. In order for hours to be properly recorded and credited, it is the parent's responsibility to make sure your service card is filled out. You may request to see your hours at anytime.