

## **VOLUNTEER HOURS POLICY**

St. Aloysius Gonzaga Catholic School has been in existence for over 100 years due to the support and dedication of parents, grandparents, alumni, teachers, parishioners and friends in our community. A commitment of time, talent and treasure is needed from all our families to guarantee the success of our ministry and our mission. Therefore:

1. Families who have children in a full day program (full day Montessori or Kindergarten or Grades 1-8) are required to contribute at least 20 hours of volunteer activity during the school year (July-June).
2. Families who have only half-day Montessori or half-day Kindergarten students are required to contribute 10 hours of volunteer activity during the school year (July-June).
3. These hours can be completed by helping with our major fundraisers (fund run & auction), volunteering in the classroom, driving for field trips, walking with kids to Mass, coaching a sport or helping with any of the other activities that require volunteer assistance here at St. Aloysius Gonzaga Catholic School. (Check "Category Description for recording volunteer hours" for more ideas)
4. At the end of June, families with outstanding, unfulfilled volunteer hours will be billed at the rate of \$20 per hour for any unfulfilled hours.
5. Volunteer hours must be completed by parents or relatives of the student.
6. Volunteer Hours are tracked using the online program, Track it Forward. Volunteer Hours are subject to approval.
7. A username and password will be provided for each family, there is no need to create your own account. Only one email address can be linked per family account.

This will be the email address that will receive all volunteer hour notifications. Please indicate below which email address you would like to use.

Email Address:

8. Does your family need more than one Track it Forward account, please mark here:

Parent involvement is at the very heart of a Catholic school. A strong partnership between school and family results in a rich educational experience for our children. On the practical side, a strong volunteer base helps keep our costs down. We appreciate your energy and dedication as members of our St. Al's family.

If you have any questions about volunteering or the Volunteer Hours Policy, please contact Aleisha Webb at [awebb@stalsschool.org](mailto:awebb@stalsschool.org). Thank you!