

**St. John Catholic School**  
**Family Service Hour Program**  
**2019-2020**

All families are encouraged and welcomed to participate in any and all classroom activities. For the 2019-2020 school year the family service hour requirements are broken down as follows:

**All Families are required to:**

- Complete a minimum two (2) hours of service at the Parish Fall Festival either in time or through equivalent donations (value = \$25/hour).
- Participate in at least one (1) classroom activity during the 2019-2020 school year. (This includes field trips, projects provided by teachers, being a room parent, etc.)

**Active Parishioners are required to:**

- Complete at least two (2) of the required twenty (20) annual hours at the Parish Fall Festival either in time or through equivalent donations (value = \$25/hour)
- Complete twenty (20) hours of Service from May 1, 2019 to April 30, 2020. Ten (10) hours must be completed in ways that directly serve the school and up to ten (10) hours may be completed to serve the greater St. John Parish community (including St. John Ministry service).
- **If all twenty (20) hours are not completed before April 30, 2020 your contract will be automatically switched to the Out-of-Parish Tuition rate for the 2020-2021 school year.**

**Service hours are valued at \$25 per hour, are non-transferrable, and may not be carried over to the following year.**

The following are examples of activities that qualify for service hours:

1. Volunteering to help with school activities (parish festival, annual school auction, supervising field trips, room parents, hot lunch coordinators, various PTG run events, etc.)
2. Volunteering to help with St. John Ministries (grounds keeping/improvements to parish buildings, leading/serving in a ministry, Eucharistic ministering, altar serving, singing in the choir, etc.)
3. Pre-approved (by Principal) school maintenance and repair work projects
4. Traffic Duty
5. Serving on School Board and attendance at Parent Group meetings (maximum 1 hr. per meeting)
6. Library helpers (hours must be recorded and approved by school personnel)
7. Leading an after school club as a moderator
8. Donation of requested quality goods. Values are subject to review and approval by the Principal. Receipts are required for purchased goods. Goods will count toward service hours at the rate of one (1) hour for every \$25 of value
9. Pre-approved donations for parish events, i.e. Lenten Soup Night, etc.
10. Children's Christmas Mass and Children's Easter Mass set up, supervising children, and clean up.
11. CYO Head Coaches or CYO Board Officers (titled): must be signed off by CYO president/athletic director and the Principal. Qualifying CYO hours only count towards the 10 St. John Ministry hour commitment. Hours must be submitted and approved through the service hour booklet.

**(TURN OVER)**

Other volunteer activities may count towards service hours, but must be approved in advance by the Principal and Service Hour Coordinator.

The following activities **do not** qualify for service hours:

1. Parent/Teacher conferences, SST meetings, etc.
2. Sacramental preparation parent meetings (First Holy Communion, etc.)
3. Attendance at CYO activities, movie nights, Back to School Night, Kindergarten Parent Orientation, State of the School Address, etc.
4. Uniform exchange donations

Every family will receive a Service Hour Coupon Book. For each hour completed, enter the activity in the service hour booklet, have the activity supervisor sign it, and send the booklet back to the school office.

**All volunteers must be fingerprinted through the Diocese and have a valid Safe Environment certificate on file in the school.**