

Parent Involvement Program

2022-2023 Pledge Form

As members of the Saint Benedict Catholic School community, it is not only our responsibility but our privilege to be good stewards of our school. The Parent Teacher Organization is the primary source of volunteer opportunities available to families in order to fulfill your commitment to the school.

All families are automatic members of the PTO, and by being involved, we achieve the following goals:

1. To foster a sense of camaraderie and community amongst families through social events.
2. To fundraise in meaningful ways in order to maintain a reasonable tuition rate and provide resources to the school community.
3. To offer hospitality to the various people, groups and programs that represent SBCS.
4. To support the faculty and staff.

In order to accomplish these goals, we ask the following of all Saint Benedict families:

1. To perform a minimum of 25 service hours throughout the school year. Any parent, legal guardian, grandparent or immediate family members over the age of 18 years of age may volunteer in fulfillment of this obligation. Current students at the school cannot participate in this program.
2. All families are asked to complete a minimum of 8 hours at Oktoberfest with a maximum allowance of 12 hours per family to be counted toward the volunteer requirement.
3. All families are asked to complete a minimum of 2 hours planning or volunteering at FallFest. Details about specific needs for FallFest are listed on the following page.
4. All families are asked to complete a minimum of 2 hours planning or volunteering for our Spring Gala. Details about specific needs for the Gala are listed on the following page.
5. Families that choose to coach an athletic team can count a maximum of 10 hours per season toward their volunteer requirement.
6. Food donations are limited to two hours per family.
7. All volunteer opportunities for the school year will be posted August 1st. Families are asked to sign up for desired slots by the Welcome Fair.

8. You may choose to opt out of the Parent Involvement Program. The fee to do so is \$1,000 and you are still required to volunteer a minimum of five hours.
9. All volunteer hours should be logged in FACTS within 30 days (1 month) of when the service hours were earned.
10. Any unearned hours at the end of the school year will be assessed a \$50 per hour fee to be billed to your FACTS account.

FAMILY NAME: (please print) _____
Parent/Guardian first and last name

Our family understands our obligation and has chosen (check one):

PTO Support Option

Buy Out Option

I understand that we will be assessed a \$50 per hour fee for any unearned hours and that we are responsible for recording hours in FACTS. I further understand that volunteering with or near children requires completion of VIRTUS and background screenings.

Signature: _____

Date: _____

Parent Involvement Program FAQ

1. Why does my family need to participate in the PIP?

As parents, we enjoy a small school setting that benefits our children both academically and socially. However, because we are a small school, it takes all of our families to ensure that the events and programs we enjoy are executed well.

2. Why are there minimum and maximum requirements on certain events?

The spirit of the volunteer program is to engage parents in a variety of ways that are of interest to them in order to support and staff the key PTO events and programs throughout the year.

3. Why do I have to volunteer at Oktoberfest, FallFest & the Spring Gala?

These three events are the pillars of our Parent Teacher Organization. Revenue from Oktoberfest is the single largest event, put on by our parish, that provides significant financial aid for our school firstly, and general operating support for our school secondarily. FallFest is the largest community building event for our school that is sponsored every year, and the Gala is our PTO's primary fundraising event for our school and an amazing community builder.

4. How do I volunteer for Oktoberfest?

Oktoberfest falls on the third weekend of September annually. There are hundreds of shifts available including beer pouring, working in food concessions, selling tickets, working in the children's area and many more. The volunteer sign up goes out by the middle of July each year.

5. How do I volunteer for FallFest?

We need volunteers to help coordinate the logistics of the event including making food and beverage plans and a committee to oversee the games and activities. The day of, we need volunteers to set up and break down, to run games and activities, serve dinner, enter the chili contest and trunk or treat with the kids. Detailed needs will be listed in the Volunteer Sign Up that will go out August 1st.

6. How do I volunteer for the Spring Gala?

The Gala will need leadership for the Auction, Technology, Logistics, Sponsorship, Booklet & Art Project Committees. These committees will also need to be staffed and planning for these committees starts many months before the Gala. Parents are asked to solicit at least one item for the auction or secure one sponsorship. Class Baskets will also be coordinated voluntarily using funds from the Student Fees collected at the beginning of the year and supported by solicited items; no other financial request will be made of families for the Class Baskets. The week and day of the Gala will require volunteers to help with setting up and running the event that evening - including break down at the end of the night. Detailed needs will be listed in the Volunteer Sign Up that will go out August 1st.

7. Doesn't the Student Fee (\$40) cover all the needs for the auction and class baskets?

Unfortunately, it does not. The money from the student fees goes to a variety of things including but not limited to the Feed the Homeless program, limited support of the auction and class baskets, and funding the Class Art Projects. The money is also used to round out Live Auction items.

8. Why are we required to sign up for all of our volunteer hours before the start of the school year?

By signing up in advance, you will have a broad view of all the opportunities available to you. By signing up early, you should be able to choose items of interest to you and your family. Once parents have signed up, the PTO leadership will be able to identify events and programs that need additional help. We understand that plans change and ask that if they do you find a replacement for your sign up and communicate the change to the appropriate PTO lead.

9. What constitutes a PTO volunteer hour and what doesn't?

The following programs and events are eligible for volunteer opportunities: Feed the Homeless*, Yearbook, Passive Fundraising, PTO Class Representative*, Comet Shop Coordinator & Staff*, Uniform Swap (Summer, Fall & Spring) *, School Clean Ups (Fall & Spring) Cookie Days*, Welcome Fair, Back to School Night, School Picture Days*,

FallFest, Grandparents Day*, Santa Shop*, Spirit Night planning, Spring Gala, Teacher Appreciation Dinners, Graduation, Field Day*, Oktoberfest and Athletic Team Coaching*. New events and programs may be added during the school year and will be advertised as such.

*denotes VIRTUS training required.

Please note that classroom parties and being invited to be a guest reader in your child's class do not count towards your service hours because those are special privileges to enjoy with your child and are not considered a service activity for the school per se. Additionally, goodies sent in for treat/reward boxes are not counted.

10. What about field trips?

If you drive the bus for a Field Trip, the hours spent driving to and from the destination can be counted. An official chaperone for the trip is credited one volunteer hour for their time. A maximum of 4 hours can be counted toward field trips per family annually.