

Dear Parents,

The involvement of the parents in our program is a key ingredient in being able to offer a rich, rewarding and stimulating school experience for your child. Your participation not only enables us to provide a variety of skills and talents to enrich our program, but signals to your children that their school and their education are a valuable part of your family's life.

This past summer many families contributed hours and hours of their time making this new school a reality. Hours were spent painting, ripping up carpet, plumbing, wiring, laying floors, preparing the play area for the playground equipment, moving and setting up the playground equipment, putting up the fence, and the list goes on. Without these volunteered hours this school would not exist today. Cornerspring could not have afforded to hire out all the services that were provided by the families of the children attending Cornerspring.

This year Cornerspring is implementing a **Parent Participation Program (PPP)** that will require each family to provide service hours based on your family's enrollment each year, beginning June 1<sup>st</sup> and ending May 31<sup>st</sup>. (The number of hours will be listed in your contract and the table below indicates how Cornerspring arrives at that number.) The program will fulfill specific services that the school would otherwise need to hire out to accomplish. For families who do not fulfill all of their contracted participation hours there is a payment-in-lieu of hours option of \$200.

The required hours of parent participation is arrived at by multiplying 6 hours of participation by the number of days per week your child attends school.

5 day x 6 hrs = 30 hours per year

3 day x 6 hrs = 18 hours per year

2 day x 6 hrs = 12 hours per year

If a family has more than one child attending Cornerspring, the additional hours required will be calculated by a multiplier of 5 additional hours with a **family maximum of 40 hours of PPP each year**.

5 day x 5 hrs = 25 hours per year

3 day x 5 hrs = 15 hours per year

2 day x 5 hrs = 10 hours per year

We are grateful for any volunteer hours beyond your obligated participation, however those hours may not be carried over to the next year's enrollment.

Special considerations for single parent families will be given, Please contact the director.

On the following pages you will find ways in which you can fulfill your participation obligation to the school. Please indicate which areas of service you would be willing to participate in. A coordinator of the parent participation program will call you to set up a participation schedule. Also attached you will find a form you will need to fill out three times per school year (November, February, and May) detailing the hours you have fulfilled toward your participation obligation.

Thank you for the support you have given and continue to provide to the children and staff at Cornerspring.

Please note: We encourage you to volunteer beyond your obligated hours however, we will not be able to bank those hours from year to year.

# Parent Participation Form

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Child's Name: \_\_\_\_\_

## **Parent Participation Program Coordinator**

\_\_\_\_\_ Parent Participation Program Coordinator: June 1<sup>st</sup>-November 30<sup>th</sup> (15 hours)

\_\_\_\_\_ Parent Participation Program Coordinator: December 1<sup>st</sup> –May 31<sup>st</sup> (15hours)

## **Cleaning**

\_\_\_\_\_ Weekday Cleaning at Hatley Road School (~2.5 hours per day)

\_\_\_\_\_ Weekday Cleaning at Congress Street School (~1.5 hours per day)

\_\_\_\_\_ Weekend Cleaning at Hatley Road School (~4 hours per weekend)

\_\_\_\_\_ Weekend Cleaning at Congress Street School (~2.5 hours per weekend)

\_\_\_\_\_ Special Monthly Cleaning such as carpet shampooing, windows, etc (~5 hours)

## **Renovation/Maintenance**

\_\_\_\_\_ Outdoor Environments (raking, cleanup, landscaping)

\_\_\_\_\_ Lawn Mowing

\_\_\_\_\_ Carpentry, Construction

\_\_\_\_\_ Painting

\_\_\_\_\_ Plumbing, Electrical

\_\_\_\_\_ Yearly Start-up Cleaning

## **Substituting**

\_\_\_\_\_ Substituting Morning (indicate which days of the week) \_\_\_\_\_

\_\_\_\_\_ Substituting Afternoon (indicate which days of the week) \_\_\_\_\_

\_\_\_\_\_ Substituting Full Day (indicate which days of the week) \_\_\_\_\_

## **Driving**

\_\_\_\_\_ Field Trips

## **Committees (each committee being served on is worth 5 hours)**

\_\_\_\_\_ Fundraising

\_\_\_\_\_ Grant Writing

\_\_\_\_\_ Silent/Live Auction

\_\_\_\_\_ Parent Participation

\_\_\_\_\_ Interest in finding out more about becoming a board member

## **Fundraising (the following will have specific jobs with set number of hours defined)**

\_\_\_\_\_ Silent/Live Auction

\_\_\_\_\_ Annual Yard Sale

\_\_\_\_\_ Annual Giving Drive

\_\_\_\_\_ Sunshine Fund Bottle Drive (need a volunteer to collect bottles dropped off at school and bring them to the redemption center) ½ hour per week

**Office**

\_\_\_\_\_ Office Helper

**Preparation of Classroom Materials (other needs will arise through the year)**

\_\_\_\_\_ Material Preparation

\_\_\_\_\_ Sewing

\_\_\_\_\_ Laminating

**Classroom Demonstrations-Support**

\_\_\_\_\_ Work related interests, hobbies, or special interests to share with children (please specify)

\_\_\_\_\_ Cultural Celebrations or presentations (please specify)

\_\_\_\_\_ Crafts

\_\_\_\_\_ Sewing with children

\_\_\_\_\_ Music, sharing an instrument...etc.

\_\_\_\_\_ Cooking with children

\_\_\_\_\_ Library-work with teacher to get books

\_\_\_\_\_ Reading and story telling

\_\_\_\_\_ Other (please specify)

**Special Classroom Events**

There are many classroom events that occur during the year such as Grandparents Luncheon, Mother's Day Tea, Father's Day Picnic, and Pot Luck Supper that will bring more opportunities for participation.

**NOVEMBER STATEMENT**

I, \_\_\_\_\_, have fulfilled \_\_\_\_\_ hours of my parent participation obligation which I have detailed below (please provide dates, description of task, and number of hours):

<b>Date</b>	<b>Description</b>	<b># of Hours</b>

\_\_\_\_\_  
(Coordinator Approval)

\_\_\_\_\_  
(Parent Signature)



**FEBRUARY STATEMENT**

I, \_\_\_\_\_, have fulfilled \_\_\_\_\_ hours of my parent participation obligation which I have detailed below (please provide dates, description of task, and number of hours):

<b>Date</b>	<b>Description</b>	<b># of Hours</b>

\_\_\_\_\_  
(Coordinator Approval)

\_\_\_\_\_  
(Parent Signature)



**MAY STATEMENT**

I, \_\_\_\_\_, have fulfilled \_\_\_\_\_ hours of my parent participation obligation which I have detailed below (please provide dates, description of task, and number of hours):

<b>Date</b>	<b>Description</b>	<b># of Hours</b>

\_\_\_\_\_  
(Coordinator Approval)

\_\_\_\_\_  
(Parent Signature)