



## Family Service Agreement

The Family Service Agreement provides the school with a source of steady volunteer hours and /or additional income to reduce costs. CCS parent/guardians are required to:

- Donate 20 service hours **or**
- Pay a \$250 family service fee **or**
- A combination of both

Family Service Hours (volunteer service) are vital to Calhoun Christian School. Service Hours help to develop camaraderie between parents and school staff and help to contain costs and enhance programs. Most important is the fact that children of parents who are involved in their school are far more likely to succeed in the classroom and in life.

### Fulfilling Program Requirements

- It is recommended that you endeavor to serve throughout the year.
- Family Service Agreement calendar year runs May 2019-April 2020. Summer projects are available. No carryover.
- For the purposes of this program the school places a value of \$12.50 per hour served on time that is donated.
- Parents may choose the best option, according to their circumstances, when fulfilling the Family Service Agreement. You may choose to pay a Family Service Fee of \$12.50 per un-served hour. Each hour not served will be billed in April of each year at the rate of \$12.50 per hour with a payment due date of May 20<sup>th</sup>.
- Parents are responsible to complete the volunteer service form on Sycamore or submit a paper form no later than April 1<sup>st</sup>. Hours can be tracked on Sycamore.
- Family Service Hours may be completed by adult family members, such as grandparents, or students on behalf of the parent. Hours must be documented so that credit is given to the family account.

### Pool of Hours for Families Experiencing Extenuating Circumstances

- Families who serve more than 20 hours may donate their extra hours to a “pool” of volunteer hours for the purpose of helping CCS families who are experiencing difficult circumstances. If you would like to donate hours to the pool, please notify the school office by April 1st.
- Families who are experiencing extenuating circumstances, causing them to be unable to complete their hours, may submit a request to have hours from the pool credited to them. Written requests must be submitted to the school office by April 1st. **Only those with mitigating circumstances, for example, a long term illness by a parent, should submit a request for assistance.** We would expect all other circumstances to be considered short term and therefore be your hours to be completed. Please do not wait until the last minute to complete your hours.

### Family Service Hours Opportunities

- It is the parent’s responsibility to take the initiative to seek opportunities to fulfill their Service Hours.
- The school will endeavor to provide regular communication about service opportunities.

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**I/We understand the Family Service Agreement as described above and agree to fulfill this commitment by donating our time or paying the Family Service Fee when invoiced. I/We understand that we are responsible for properly reporting Service Hours so that they can be tracked in the Sycamore System.**

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Parent Signature

Date

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Parent Signature

Date