

FAMILY SERVICE PROGRAM

2017/2018

Rational for the Program:

In order to help keep the cost of education down AND to encourage a spirit of volunteerism and support, the PCHS Board established a program in which each family is asked to volunteer eight (8) hours of time to the school.

Implementation Plan:

1. ALL families will be assessed \$150.00 at the time of registration. This fee will be included on the registration form and due with the registration payment.

Parents/guardians will have two options regarding your payment:

- a. Donate eight (8) hours of labor to the school by June 30, 2018. You will be reimbursed the \$150 after your hours are completed. If you do not work eight (8) hours, you will NOT be reimbursed.
 - b. If you choose not to work your eight hours (as previously indicated on the registration form), the school keeps the money. The money will be used for basic building and grounds upkeep.
2. **If you plan to work your Family Service Hours (as indicated at registration on the registration form) you must do one of the following:**
 - a. Sign up for Eagle Booster concessions (includes Tulip Time). Online signup will become available mid-July via SignUpGenius located on the school's website. Please reference the reverse side of this sheet for details-the first signup related **deadline is August 24**.
 - b. Contact the school office **by August 24** if you want to work your (8) hours cleaning the school in early June instead of concessions.
 - c. **IMPORTANT:** It is crucial that you sign up for concessions via SignUpGenius located on the school website under Quick Links. ***If you do not sign up, you will be assigned a concessions slot*** unless you have made other arrangements as indicated above in 2b. Please see the reverse side of this sheet for details and deadlines.
 3. Concession stand revenue is used to support **all departments** of the school including the arts, academics, and athletics through annual department requests made by teachers and coaches. Thanks to our many parent volunteers, the **2017/18 Eagle Boosters support totaled over \$45,000**. Parent involvement is crucial for this support to continue. Thank-you!
 4. Parents can volunteer to work one or both of the following:
 - a. Eagle Booster concessions, including Tulip Time
 - b. Building Maintenance as requested by the custodians
 5. Starting Date: July 1 of each year with the ending date of June 30 the following year. **NOTE: No hours can be carried forward to the next year. All hours worked between July 1, 2017 and June 30, 2018 will be applied to the 2017-18 school year.**
 6. Parents will check in and check out during the scheduled time with the supervisor in charge.
 7. Reimbursement payments will be sent out periodically through out the plan year at the close of each season.
 8. Students doing community service are NOT part of this family service program.

If you have questions, please call one of the following:

Building Maintenance – Doug Van Wyk	641-780-5440
Eagle Boosters – Dale Lensing	641-780-2723 or email boosters@pceagles.org
Recording - Gail Van Beek	641-628-4440

Recognizing that this program is specifically for concessions and labor maintenance of our building, it is our prayer that Pella Christian High School will continue to be blessed with volunteer hours offered for other programs of our school.

Eagle Booster Concessions Volunteer Process

The Eagle Boosters want to say a HUGE “Thank You” to everyone that came out and helped in the concessions stand this past year during sporting events, Tulip Time, and other special events!! The Boosters have been able to provide approximately \$45,000 each year to all areas of the school including our athletic, music, and education programs, so all of your help goes back to keeping costs down for every student.

This letter explains the website that we use, SignUpGenius.com, to allow you to sign yourself up for concessions shifts in order to fulfill the eight required family service hours.

At registration, you will be asked to indicate whether you intend to serve the required eight family service hours or buy out of the Family Service Program. If you indicate that you will be serving the required hours, your name will be made available to the Booster Club. Beginning in mid-July, we will have the sports schedules loaded in SignUpGenius for the next school year. Additional special events (sub-state games, contests, etc.) may be added during the year as additional opportunities to serve. We will have open scheduling available from mid-July through mid-August, during which you may access the site and select specific events/shifts. If you know that you would like to work a specific sport (etc. basketball), but are unsure of a specific shift, you will be able to sign up under the “Generic” shift for that sport and then revise your shift selection at a later date (but no later than 2 weeks prior to the date of the first event for that sport).

Two weeks prior to the beginning of each sport, the schedule for that sport will be locked (for football, the schedule will be locked on August 24). Prior to that time, you will be able to make changes to your signup, including changing shifts, removing your signup, etc. After that time, you will be prevented from changing your signup and will be responsible for finding your own replacement if you are unable to show up for your scheduled shift. In cases of emergency only, the Booster Club member responsible for that sport can be contacted for help filling your shift. The contact name/number for each sport will be listed on the applicable tab on the SignUpGenius website.

If all available shifts have not been filled when the lockout period begins, the Eagle Boosters will fill the open shifts with families that indicated at registration that they intended to participate in the Family Service Program, but have not yet signed up for a shift. Those families will be notified of their assigned shift via an email from the SignUpGenius website, and it will be their responsibility to find a replacement if the assigned shift does not work with their schedule. Therefore, it is important to sign up early to ensure you get the event/date that works best for your family.

A new option available this year is that juniors and seniors will be allowed to sign up for concession shifts during both Tulip Time and Baseball/Softball. We ask that students sign up for a shift during which at least one of their parents is also working. The student hours worked can be used either to fulfill the student’s service hour requirement or to offset the family service hours requirement.

The link to sign up for concession shifts will be provided under the “Quick Links” section of the school website on the Home Page. Feel free to contact the boosters at boosters@pceagles.org with any questions.

Thanks in advance for your service. The Boosters could not do this without your help!