

**Maranatha School**  
**Volunteer Policy**

As a private school we rely on the involvement of all of our parents! To help keep tuition costs as low as possible and to enlist help from all of our parents we are instituting a volunteer policy effective beginning the 2007 – 2008 school year. Please see the details below and refer to the volunteer opportunity list included with this form. Additional volunteer opportunities will be mentioned in our Weekly Update as other needs arise.

- Each family agrees to complete a total of 36 volunteer hours during the school year.
- The total 36 required hours will be split in two with the first 18 hours completed by 12/30. The remaining 18 hours should be completed by 6/15.
- In the event the volunteer hours are not fulfilled by the required dates a fee of \$10 per volunteer hour will be billed.
- Families have the option of buying out their time in advance at a rate of \$10/hour. This will add extra income to our general operating budget and take the place of completing the actual volunteer hours.
- Hours must be completed by an adult; hours completed by students do not apply to the total.
- The 36 total hours is a per family requirement, not per student.

Thank you for your cooperation! Please sign below and return with your first month's tuition payment. Keep one copy for your reference.

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**Family Name** \_\_\_\_\_

**We understand the volunteer policy as explained above and commit to the following:**

\_\_\_\_\_ **We agree to volunteer a total of 18 hours the first semester of school and 18 hours the 2<sup>nd</sup> semester of school, for a total of 36 hours this school year.**

\_\_\_\_\_ **We prefer to buy out our time at \$10 an hour for a total of \$360.00**

**Parent's signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Office Copy**