



# Palmer Catholic Academy Volunteer Policy 2023/2024 School Year

Each family is required to provide **30 service “points”** to the school during the 2023/2024 school year. All volunteer commitments are to be completed in a single school year unless special accommodations have been arranged with the principal. Volunteer commitments performed at your parish that do not include the school **will not be counted**.

Various opportunities come with assigned point values. You are required as a family to meet your point total during the school year. Please use the provided tracker to help document your hours during the year. You will submit them via Google form no later than May 15, 2024. Volunteer commitments are to be performed by the students’ caregivers if they have completed the security clearance, NOT by the student.

- 10 points are from Lunch and Recess Duties
  - 2.5 Points per shift. 1 Lunch & 1 recess per the months of August - September; 1 lunch & 1 recess per the months of January - May.
  - Failure to report on assigned date will be subject to a **\$150 fee**
  - You may do additional lunch and/or recess duties at 2.5 points per shift to earn more points towards your total.
- 20 points from various other opportunities (see chart below)
  - No more than 10 of these 20 points can come from monetary donations during fundraisers, class party donations etc. *Indicated in the chart below with (\$)*
- For a cost of **\$750, which increases to \$875 if not paid by September 1st**, you are able to buy your 30 point total. Families choosing to opt-out are still encouraged to assist with at least one of our major fundraisers and support other PCA events and fundraisers.
- Other opportunities will be communicated throughout the school year, and a category will be assigned.

Category A: 20 Points	Category B: 10 Points	Category C: 5 Points	Category D: 1 Point
HSA Executive Board	Room Parent	Starbucks Runs ( <i>minimum 5 during the year</i> )	Each \$50 gift card donation to class party (\$)
HSA Committee Chair	HSA Committee Member( <i>see list in previous category</i> )	Field Trip Chaperone	Volunteer at class party
<ul style="list-style-type: none"> <li>● Angel Ball</li> <li>● Book Fair</li> <li>● Fund Run</li> <li>● Hospitality</li> <li>● Teacher Appreciation</li> <li>● Sports Tournament</li> <li>● Sponsorships</li> </ul>	Day of Giving Opportunity (\$)	Angel Ball Class Basket Maker	Donate Angel Ball Item ( <i>committee approved</i> )
Yearbook Coordinator		New Family Mentor	Each \$50 donation for Fund Run (\$)
		Field Day Volunteer	Carline Duty
		Alumni Liaison	Teacher Luncheons
		Parish Liaison	Complete Parent Survey
		Manage Spirit Rock/Traveling Mary	Various At-Home opportunities as needed by HSA
		Hospitality Event Volunteer	
		Musical Production Volunteer	

**A fine of \$35 per point will be assessed for any unfulfilled volunteer points.**

*For example, if a family completes 20 volunteer points during the school year, a fine will be assessed on the amount of \$350 (\$35 x 10 = \$350).*