

## St Clare School Parent Involvement Program (PIP) Volunteer Log

Family Name:	Parent Name(s)
Email address:	Phone

Every year (June 1 – May 30) each family is required to volunteer 30 hours at St. Clare; single parent families must volunteer 15 hours. Every family pays \$300 to cover the ‘cost’ of these volunteer hours. (\$150.00 is paid with registration and the balance \$150.00 is paid on or before May 1.) When you volunteer at (or for) St. Clare, please make an entry on this log. When you have volunteered 30 hours (15 hours for single parents), you may decide what you would like to do with your refund – you may request a full refund, or choose to donate all or part of you refund to the school. Donations directly support the operational expenses of the school and can be credited towards your annual family fundraising goal of \$600. PIP refunds may also be pro-rated after a minimum of 10 hours have been volunteered. When you have completed your hours, please submit this form to **Lisa Bayne**, PTC PIP Coordinator. Forms may be submitted at any time throughout the school year.

**Please keep in mind, some activities DO NOT count toward PIP hours. These activities are:**

- \* Parish, Pre-school and/or CYO activities beyond a combined total of 10 hrs. per year.
- \* Attending PTC Meetings    \* Attending Back-to-School Night    \* Helping with Field Day
- \* Attending Parent-Teacher Conferences    \*Soliciting Auction donations    \* Soliciting Fitness Challenge sponsors
- \* Hosting Auction parties or working events that have been sold as an Auction Package

Name of Volunteer	Activity	Hours Volunteered	Supervising Chair's Name

Total Hours: \_\_\_\_\_

I would like to:

- I have volunteered at least 30 hours and request a full refund.
- I have volunteered at least 10 hours and request a partial, pro-rated refund.
- Please accept a full donation of my PIP fees, and credit my Family Fundraising Goal.
- Please accept a partial donation of my PIP fees and donate \$\_\_\_\_\_, crediting my Family Fundraising Goal

Direct questions and forms to Lisa Bayne, [hodgersl@msn.com](mailto:hodgersl@msn.com), [503-539-3662](tel:503-539-3662).

**RETURN YOUR COMPLETED FORMS TO THE SCHOOL OFFICE, ATTN: LISA BAYNE**