

# 2017-2018 VOLUNTEER INVOLVEMENT PROGRAM

*MEETING THE NEEDS OF NDA THROUGH  
ACTIVE INVOLVEMENT & VOLUNTEERING*

Family Name: \_\_\_\_\_

Name of Student(s): \_\_\_\_\_ Grade(s): \_\_\_\_\_

\_\_\_\_\_

Name of Parent: \_\_\_\_\_ Number for Parent contact: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

E-mail for Parent: \_\_\_\_\_

***Parents may pay a non-participation fee of \$500, or choose to complete 30 hours of volunteer service.***

## **PLEASE CHECK ONE:**

- I choose to pay the non-participation fee of \$500 in lieu of donated service of 30 hours. I/We understand this fee must be paid by May 15<sup>th</sup>, 2018.
- I choose to complete 30 hours of volunteer service.

**Sign ups for volunteer opportunities will take place at the Guild's Welcome Coffee, Back to School Night, and throughout the school year. Examples of such volunteer opportunities are listed on the back of this page.**

**Please note: All adults who work with or come in contact with the students of NDA (including fieldtrip drivers) must complete the following requirements before beginning their volunteer ministry:**

- 1) Submit a copy of your current TB Immunization Card (tests are good for four years)**
- 2) Complete a LiveScan test (one time requirement)**
- 3) Sign the Certificate of Awareness regarding Child Abuse Reporting (one time requirement)**

Parents are to keep record of their own service hours on the *Parent Volunteer Service Hours Record Sheet*. The completed Service Hour Record Form is due in the Accounting office no later than May 15<sup>th</sup>, 2018 (include anticipated service hours for June), or the \$500 service fee will be added to your monthly bill.

I / We have read and completed this agreement and agree to comply with the expectations set forth.

**Signature of Parent / Legal Guardian:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

**HERE ARE JUST A FEW EXAMPLES OF VOLUNTEER OPPORTUNITIES AT NOTRE DAME ACADEMY:**

**TEACHERS AIDE:**

There is a great need for assistance in the classroom. No formal educational preparation is necessary. Parent may sign up for a morning or afternoon per week.

**LUNCH SUPERVISORS:**

Assist the Staff monitor students during their lunch recess. Wear comfy shoes and be ready for FUN!

**LIBRARY ASSISTANT:**

Checking books, shelving, and overseeing small groups of children as directed by librarian. Flexible times.

**ROOM PARENT:** *(Prior approval by teacher required.)*

Prepare and coordinate various classroom and school activities, act as a liaison between teacher and parents. Generally, three to four room parents per grade.

**THE GUILD:**

The Guild is an organization consisting of all parents, administrators, faculty, and staff of Notre Dame Academy, supporting the needs of NDA through hospitality and fundraising. Monthly meetings and many wonderful opportunities for involvement.

**ATHLETICS:**

Our Athletic program has been a dynamic addition to our school. The teams are coached by volunteers – teachers and parents. The commitment is great but the rewards are priceless. Coaches work with the Athletic Director who will provide support and guidance.

**DAD'S CLUB**

The Dad's Club is an organization consisting of Dads providing service to the Sisters and our school. Monthly meetings and weekend task force.