

# 2018-2019 VOLUNTEER INVOLVEMENT PROGRAM

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

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

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

\_\_\_\_\_

## *PART I: Volunteer Hours*

PLEASE CHECK ONE:

- I/We 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 31, 2019.
- I choose to complete 30 hours of volunteer service.

## *PART II: Scrip Program*

PLEASE CHECK ONE:

- I/We choose to participate in the Scrip Profit Program. I/We agree to generate \$500.00 in Scrip profit, per family. I/We understand that if the required amount is not met by May 31, 2019, I/We agree to pay the balance.
- I/We choose to opt out of the Scrip Profit Program. I/We choose to pay in full, \$500.00 by May 31, 2019.

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) Complete the Safe Environment online training [www.cmgconnect.org](http://www.cmgconnect.org) (Only the CMG account set up and the Safe Environment on line training are to be completed through the CMG website. Do NOT complete the background check through CMG!)

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>, 2019 (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: \_\_\_\_/\_\_\_\_/\_\_\_\_

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

**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.

**SCRIP VOLUNTEERS**

Help with processing and sorting scrip orders, sell scrip at school events and parent meetings. Help manage inventory, place scrip orders and get orders ready for pick up. Some scrip volunteer tasks can be done from home.