

Family Service Hours Policy

At Good Shepherd Lutheran School, we believe that strong family involvement enhances the educational experience of every child. Our Family Service Hours program is designed to encourage parental participation in school life and support the mission and ministry of our school.

Service Hour Requirement:

Each school family is asked to contribute a total of **15 service hours** per school year, regardless of how many students they have enrolled. This is a **per-family**, not per-student, commitment. To ensure all hours are accounted for, **service hours or equivalent donations must be completed by the last week of school**. This deadline allows families to include volunteer time from year-end events such as the **Color Run**. If the 15 service hours are not completed by that time, families will be asked to contribute a monetary amount of **\$16 per hour** for each hour not completed, or pay the full **opt-out amount of \$250**. This ensures that the school can continue to provide valuable programs and events that rely on family support.

Who Can Volunteer:

Parents, guardians, and immediate family members (such as grandparents or adult siblings) may volunteer to fulfill the required hours on behalf of the family.

Opt-Out Option:

Families who are unable or choose not to complete the service hours may opt out by paying a **\$250 fee** in lieu of service. This fee helps support school programs and activities that would otherwise rely on volunteer assistance.

Tracking Hours:

The school office will maintain a record of each family's completed service hours. It is the responsibility of the family to ensure that their hours are reported in a timely manner. Forms for recording service hours will be available in the school office and online. An updated copy of your hours will be sent with your student's quarterly report card.

Examples of Volunteer Opportunities (not limited to):

- Volunteering for Luther's Attic
- Event setup and cleanup (e.g., PTL events, school events, fundraisers)
- Assisting in classrooms per teacher's request (does not include class parties)
- Maintaining school grounds, equipment &/or recycling
- Lunch assistance, supervision and recess supervision
- Office tasks or administrative support
- Serving on PTL committees
- Assisting with chapel or school worship
- Providing supplies or services as requested by teachers or staff
- Volunteering at Simi Street Faire Booth
- Volunteering for Church events (Advent/Lent soup dinners, Hanging of the Greens at Christmas, etc)
- Donating needed classroom/office supplies (\$16.00 = 1 hour of service)
- Donating needed sports equipment (\$16.00 = 1 hour of service)
- Donations of special food items for PTL events or school lunches (\$16.00 = 1 hour of service)

We are grateful for the time, energy, and talents our families share. Your involvement is a vital part of what makes Good Shepherd Lutheran School a Christ-centered and caring community.