

Volunteer Hours:

While volunteer hours are nothing new for Riviera Christian School, here are the revised hour recommendations based on school and PTC needs as well as the variety of avenues available to meet the requirements. All hours will be tracked through Praxi – either submitted by the parent (confirmed/approved by RCS staff) or entered by RCS staff from sign-in sheets.

Required hours per family: 12*

	Options Details	Potential Hours Earned
1	Attend PTC Meetings	1 hour per regular meeting; 2 hours for annual meeting (May) – total potential is 10 hours.
2	Classroom Parent	Since this position has PTC attendance requirement (at least to most meetings) it will fulfill the volunteer hours requirement as long as they are fulfilling the duties of the role. No classroom time required.
3	Classroom Volunteering	Can arrange with the teacher to come in and volunteer in the classroom for various projects or activities.
4	At-Home Volunteering	Teachers may have projects that can be done at home. The teacher will estimate the approximate hours that the task should take and that will be the “hour value” of the task.
5	Miscellaneous Volunteering – Jog-a-Thon, Fundraisers, End-of-Year Party, Field Day, etc.	There will be several opportunities throughout the year to volunteer. Hours will be tracked via sign-in sheet that will be sent to the office.
6	Buy-out Option	Buy-Out will be assessed for any hours not completed by the close of the school year. Families can also opt to do this at any point during the year to absolve of any hours. Cost is \$50 per hour.

* Families that ONLY have children in preschool are required to provide 4 hours.

Banquet Points:

Each family will be required to fulfill 12 banquet points through the various options below. Overall points will be tracked on a shared document of the Banquet Committee which will be a compilation of the Ticket Sales document and the Banquet Committee's general shared document. This will be submitted to the school after the banquet to assess any unfulfilled point buy-out fees.

Required points per family: 12*

	Option Details	Points Earned
1	Buy Tickets to attend and sell tickets to friends/family members.	1 point for every ticket bought/sold designated to the family's name.
2	Sponsor a Table	9 points - 8 points for every ticket plus 1 additional point for buying in bulk. Tickets can be donated back for staff tickets until the need is satisfied.
3	Donate (or procure) an item or service valued at \$100 or more.	1 point for every \$100 in value for a donated/procured item.
4	Volunteer to help with the Set up (Friday night) or clean-up of the event (Saturday).	5 points available for each night.
5	Volunteer to do the Classroom Project Auction Item (limited availability).	7 points earned.
6	Join the banquet planning committee – this entails regular meetings to plan the various components as well as performing other tasks involved in making our event a success!	10 points earned for active participation. Must attend at least 75% of committee meetings.
7	Buy Out Option	If unable to fulfill the points requirement through volunteering/attending, the family can "buy out" at the rate of \$30 per point (\$360 to satisfy the 12 point requirement in its entirety).

* Families that ONLY have children in preschool are required to have 5 points.