



Hello _____ Family!

St. Matthew Lutheran School values parent involvement in activities and events. As such, each St. Matthew family is required to contribute 20 hours of volunteer assistance per year in one or more of the school's educational or extracurricular activities (single parents are required to donate 10 hours per year).

A few helpful things to know about volunteer hours:

- Volunteer hours for each school year are accumulated from July 1-June 30.
- The family member volunteering must be non-students and a minimum of 18 years old.
- The volunteer activity or event must be a school function (as opposed to a church function like *VBS* and *Trunk or Treat*).
- Certain activities such as serving as a room parent or coaching a sports team or Destination Imagination team will automatically fulfill the required hours. If you have already fulfilled your hours due to one of these activities, enter "EXEMPT-[activity name]" in the volunteer activity field and 20 in the total hours.
- Families may choose to fulfill all or part of their volunteer-hour requirements by paying \$10.00 per hour.

Our records (as of _____) indicate that your family has logged **XXXX volunteer hours**. If you feel that this balance is not reflective of hours worked, please e-mail me at bredernitz@hotmail.com and we will work together to resolve any discrepancies. Otherwise, please continue to log hours using the link provided on the school website (<https://stmatthewlutheralschool.com/current-parents/ptl>).

Thank you for your continued support and involvement!

Cindy Bredernitz

2019/2020 PTL Volunteer Hour Coordinator

Hello St. Matthew Families!



St. Matthew Lutheran School values parent involvement in activities and events. As such, each family is required to donate 20 hours of volunteer assistance per year in one or more of the school's educational or extracurricular activities (single parents are required to donate 10 hours per year). Please find below a suggested list of opportunities to earn your 20 hours of volunteer assistance. This list is not all inclusive and there may be other opportunities in which to receive credit. Please talk with your child's teacher or any PTL member if you have questions.

Thank you for your service!
The St. Matthew PTL Board

Automatic 20 Hours Credit

- ★ Athletic team coach/assistant coach
- ★ DI team coach/assistant coach
- ★ Room parent (assistant receives only 10 hours)
- ★ PTL board member
- ★ School board member
- ★ 7th or 8th grade class trip chaperone

Other Volunteer Opportunities (Credit equals time served)

- ★ Annual Art Fair assistance
- ★ Annual school play/musical
 - Backstage assistance
 - Concessions
- ★ Athletics
 - Concessions
 - Score keeper
 - Team driver (away games)
- ★ Classroom assistance
 - Box tops
 - Class parties
 - Take home projects
 - Field trip chaperone
 - General classroom help
 - Assist with classroom specific PTL-assigned responsibility
- ★ School sponsored activities
 - DI appraiser
 - Progressive Dinner
 - Building projects (school specific)
- ★ Welcome Center Desk (as needed)