



Volunteer Commitment Form

Student Information (please print)

Student's Full Legal Name: _____

Parent/Guardian's Full Legal Name: _____

Home Phone Number: _____ Cell Phone Number: _____

Parent/Guardian's Full Legal Name: _____

Home Phone Number: _____ Cell Phone Number: _____

Volunteer Information

1. As a Qualified Independent School (QIS), Prairie Sky School receives partial funding from the Saskatchewan Ministry of Education. Tuition fees cover 20-30% of the costs to run our programs. The remaining portion (up to 50%) is raised by countless volunteer hours through fundraising, donations, and sponsorships that are managed by the Friends of PSS Scholarship Foundation. Volunteers help keep our school accessible for all!
2. **Volunteering at PSS also:**
 - a. Builds Community;
 - b. Better our Learning Environment;
 - c. Demonstrates to our children the importance of giving back and being involved;
 - d. Gives you the opportunity to positively impact your child's schooling experience;
 - e. Provides a healthy boost to your self-confidence, self-esteem, and life satisfaction. You are doing good for others and the community, which provides a natural sense of accomplishment. Your role as a volunteer can also give you a sense of pride and identity.
3. All families are required to complete a **MINIMUM of 60 volunteer hours** each year. Families are welcome to have relatives and friends complete volunteer hours. And of course, all families are welcome to do more than the minimum. We have volunteers that put in hundreds of hours each year to keep PSS growing and excelling in education!
4. Volunteers working in the school will need to submit a yearly **Criminal Record Check (CRC)**.
5. All families are required to submit a **Deposit when accepted into PSS**. This deposit is returned at the end of your PSS journey if yearly volunteer requirements are met and your account is in good standing. **Please note:** this deposit is separate and apart from the \$1000 Volunteer Opt-Out Payment.
6. **\$1000 Volunteer Opt-Out Payment:** Option to waive yearly volunteer requirement to be paid by September 1st of upcoming School Year.
7. Families have from July 1st to December 31st of the current school year to complete around half of their required hours (~ 30 hours).
8. Families have from January 1st to June 30th of the current school year to complete the remainder of their required hours (~ 30 hours).



9. Volunteer Hours are divided into three categories: Community (0 to max of 10%=6hrs), Fundraising (minimum 40%=24hrs to a maximum of 100%), and School (0 to a maximum 50%=30hrs).
10. **Community Hours:** volunteer hours that fall into this category are things like coming to the Parent Orientation Night, Annual General Meeting, Potlucks, Solstice and Eco-plays, PSS Suppers and/or any other community events.
11. **Fundraising Hours:** each family is required to work a minimum of three bingos each school year. Other volunteer hours that fall into this category are things like working Bottle Drives, selling tickets/working for PSS Supper Fundraisers, and/or any other fundraising endeavours. **Please Note:** As a community we have decided to keep tuition stable even though the cost of living increases yearly; we have collectively made the decision to fundraise in order to keep tuition at the bare minimum.
12. **School Hours:** volunteer hours that fall into this category are things like assisting on field trips, assisting in a classroom setting, joining a school committee/board, volunteering at work bees, volunteering at school events such as dances/concerts/plays etc.
13. Volunteer Hours Log:
 - a. Each family will have a PSS Volunteer Hours Log (electronic Google sheet) to record their hours.
 - b. The first tab in the Volunteer Hours Log is information pertaining to volunteering at PSS as well as information on how to use the Volunteer Hours Log.
 - c. Only hours entered in the PSS Volunteer Hours Log (electronic Google sheet) will be counted. Families are responsible for entering their own hours by the above dates. Admin Staff, Volunteer Event Organizers/Coordinators, and PSS Board Members are **NOT** in charge of tracking or entering your family's hours.
 - d. Entering Hours: when entering volunteer hours, round to the nearest 1/4 hour. For example, if you volunteered for 1hr and 38 mins at the Halloween dance, you would enter 1.45 in the 'Hours' column (column F; see your family's Volunteer Hours Log).
 - e. Please **do not alter** the formatting on the spreadsheet in anyway. Individual spreadsheets 'talk' to the main PSS spreadsheet. If you require additional lines for data entry, please let us know.
14. PSS has the right to put hour limits on volunteer opportunities. As well, the recording and accounting of volunteer hours is up to the discretion of the Executive Director.
15. **Questions:** for questions regarding a specific event contact the event organizer. For questions regarding the Volunteer Log or required hours please speak with the office.

Please indicate some ways your family might be interested in volunteering:

- | | |
|--|--|
| <input type="checkbox"/> General Classroom/Educational Support | <input type="checkbox"/> Carpentry/General Maintenance |
| <input type="checkbox"/> Parent Council | <input type="checkbox"/> Board Member |
| <input type="checkbox"/> Drivers for Field Trips | <input type="checkbox"/> Field Trip Support |
| <input type="checkbox"/> School Cleaning | <input type="checkbox"/> Garden Support |
| <input type="checkbox"/> Fundraising | <input type="checkbox"/> Committee Member |



- Special Events (i.e. family dances, cathedral village arts festival, etc.)
- Facilities Support (snow removal, art room organization, library book re-shelving, closet org. etc.)
- Guest Speaker in area of interest/expertise. Please specify: _____
- Other, Please specify: _____

As a school community, it is very helpful to know what skills and resources we have amongst us!

Are there any specific skills or interests your family might be willing to share in the classroom (baking, arts, languages, weaving, woodworking, outdoor ed/naturalist, gardening, etc.)?

Are there any professional skills your family may be willing to offer if the need arises (graphic design, accounting, legal services, construction, website/ technology, etc.)?

I/We agree to:

- Volunteer a minimum of 60hrs/year** **or** **Pay the \$1000 Volunteer Opt-Out Fee**

Name of Parent/Guardian (printed): _____

Signature: _____ Date: _____
(dd/mm/yy)

Name of Parent/Guardian (printed): _____

Signature: _____ Date: _____
(dd/mm/yy)

Your volunteer support is very much appreciated – thank you!!