



St. Andrew Apostle Parent Association 2010-2011 Volunteer Hours Form

Parents:

Use this form to record hours. Volunteer hours can be performed by all members over the age of 18. Each family is required to contribute 25 hours, as set forth in Article XIII of the SAPA Policies and Procedures, or be required to remit a \$375.00 payment (or \$15 per hour for each hour under 25 worked) at the end of the school year. All Volunteer Hour Forms will be reviewed by SAPA.

Parent's Name: _____

Name and Grade of Oldest Child _____

EVENT	DATE	ACTIVITY PERFORMED	NUMBER OF HOURS

Total volunteer hours recorded on this form: _____

Total hours (including hours recorded on this form) volunteered to date: _____

Please return this completed form to the designated SAPA folder outside the multipurpose room. Keep a copy of this completed form for your records. Once you have recorded 25 volunteer hours, it is not necessary to submit any additional forms.

Note: Only one hour can be claimed for baking per event, unless baking a specialty item for the craft fair. A maximum of 4 hours can be claimed for chaperoning a school field trip. Any job for which you are paid or receive tuition assistance is not considered for volunteer hours, including the weekly parish bingo. Time assisting your child with homework, classroom projects and reports and service to parish organizations (such as altar servers, choir, etc.) are also not considered for volunteer hours. Please see the SAPA Policies and Procedures for more detailed information on what constitutes volunteer hours.