

Volunteer Hours Frequently Asked Questions

How many hours per year are required?

Twenty (20) service hours per family are required and must be completed by the parent or legal guardian, not by the student or siblings (these are separate hours).

How can I volunteer?

The Home & School Association has a choice of thirty-five (35) committees to serve on. Chairing a committee or serving as a Homeroom Parent gives you an automatic twenty hours. Some service hours for the church parish are also counted. See the website for a complete committee description list as well as contact information.

How do I get credit for my volunteer service hours?

Submit volunteer hours exclusively online. All families are required to sign up for "Track it Forward" at www.trackitforward.com. Complete sign on directions are available on our school website.

Does signing up on Volunteer Spot ensure my hours are credited?

No, you must still fill out a log describing what service was completed and how many hours were earned.

What church/parish activities count as hours?

Fr. Fred must approve the activities to count and all hours should be of service to others in the Assumption Catholic Church/School parish. For example, Boy Scout leader for our Pack(s), Little Flowers leaders, Children's Liturgy and working in the Gift Shop all at Assumption do count. Attending a bible study or conference or retreat does not count. No service outside of Assumption Parish/School will count.

Can I submit a payment up front if I know I will not be able to complete my required 20 volunteer hours?

Yes. A check for \$500 (\$25/hour for 20 hours) can be made out to Assumption HSA and turned into the front office at any time prior to April 30, 2016.

Why are hours due at the end of April and not May?

In order to tally all hours submitted and distribute invoices before the school year ends in June, office staff needs the month of May to do so. Any hours completed in May will be credited to the following school year.

What happens if I do not pay for my uncompleted volunteer hours?

Your FACTS account will be billed for any uncompleted hours.

Do donated items to the school count as volunteer hours?

You may receive one (1) hour per \$25 worth of donated items when requested for specific events, such as Fall Festival, Senior Luncheon and Teacher Wish List Items. The ORIGINAL receipt must be submitted with the volunteer log to receive full credit. Some events will limit the hours received for donations to one (1) hour, because we want families to serve above donating.

Why was the hourly fee raised this year?

Due to a high percentage of families not volunteering in the past we felt the need to increase the fee in hopes that more families would volunteer because this truly benefits Assumption students. Other schools in the Diocese were also charging \$25/hour and there has not been an increase or collection at Assumption in a very long time.

What do the volunteer fees collected go towards?

All fees collected will benefit the Home & School Association, which in turn puts on many events for our students and parents as well as purchases teaching materials and supplies for classrooms.