

Dear Volunteers,

Welcome to our first school year at St. Ignatius! What an exciting time this is for our students, families, and community! Many people have dedicated more hours than could ever be counted to make this school a reality. It is this dedication that has brought us to where we are today. I pray that the example these generous people have set will be a model for us all as we move forward this school year.

St. Ignatius has instituted a Family Participation Program which has already been started. Research has shown that student success excels with parental involvement. It demonstrates to our children that we are committed to their growth as individuals and to their education. Volunteering time and talent models good citizenship for our children as well. This being said, we require that each family (parents, grandparents, etc.) spend 25 hours per school year participating in school efforts. Five of these required hours must be dedicated to a fundraising activity. Further information about this program can be found at stignatiusmeridian.net.

There are a multitude of volunteer opportunities available to all families. We have two signup links that are to be used to access all these opportunities:

St. Ignatius Catholic School (Home & School Association) <http://signup.com/go/uIVzNEn>

School Day Volunteers <http://signup.com/go/LAZrnGK>

Hours spent assisting in these areas (some exceptions for service) count towards the total hours required for family participation. These hours will be tracked by utilizing these signups, so it is important that your information is kept current. *For more information on how to track your family participation hours please see the attached Frequently Asked Questions.*

Please look at all the spots available and prayerfully consider all the options. We understand that parents are very excited to be working in the school and in the classrooms with their children; however, there are limited spaces available. We have great needs in many areas and need everyone's help to fill all these vacancies. Everything you do helps your student and our school succeed. Please refer to the next page for our current most pressing volunteer needs.

We would like to extend our sincere gratitude to everyone who is already participating in this program and has begun assisting with all our activities. Your enthusiasm and dedication will be a major contributing factor to the success of our school. We look forward to getting to know you all and working with you this next year.

Blessings,

Cindi Marcotte

St. Ignatius HSA Volunteer Coordinator

How can I access the signups for St. Ignatius?

We have two signup links. There is one for the HSA and one for School Day Volunteers. They are as follows:

HSA: <http://signup.com/go/uIVzNEEn>

School Day Volunteers: <http://signup.com/go/LAZrnGK>

If I create an account on SignUp.com, can I access the St. Ignatius signup links through my account?

No. These signups cannot be accessed through your personal account on SignUp.com. To ensure the safety and security of our information, these links are not available for public view. They must be accessed through the links above. If you do not have the link, you can always access it through the school's website at www.stignatiusmeridian.net.

Does each parent have to contribute 25 hours per school year?

No. The Family Participation Program requires a total of 25 hours per family. These hours can be completed by parents, grandparents, and/or other family members. To make sure the hours get credited to your account, please have all volunteers put the name of your oldest child (first and last name please) when completing the online signup. These requests can also be forwarded to the Volunteer Coordinator at volunteer@stignatiusmeridian.org.

How do I add hours that are not accounted for under one of the activities?

If you volunteer and there is no activity listed, your hours can be logged under "Log Your Own Hours". You will need to sign up for a spot under this activity. Find the current month and choose either *30 minutes* or *1 hour*. You can specify the number of hours by increasing the number of spots you indicate.

For example, if you volunteer for 2 ½ hours, you would choose *one* 30-minute spot and *two* 1-hour spots.

After choosing the number of spots/hours, please indicate in the comments section of this signup the date and activity with which you assisted. This information allows for the accurate tracking of your hours.

If I volunteered prior to the school year starting, do these hours count?

The start date for our Family Participation Program was June 1, 2017. All hours prior to this time do not count for the current school year. We greatly appreciate your time, talents, and efforts with all prior volunteering. Your contributions helped make St. Ignatius a reality.

What happens if I volunteer for something and I am unable to fulfill my commitment?

If you sign up for an activity and find that you have a conflict, you can go into SignUp.com and remove your spot. If you do have to cancel, please do so as early as possible. We rely on our volunteers and if you do not show up it can make it difficult to complete the activity. Early notification is crucial for our school day volunteers. You can contact Katelyn Smith at ksmith@stignatiusmeridian.org for any questions or problems with school day volunteering.

Do hours that parents or children spend in service count towards the yearly family participation hours?

No. Service hours by both parents and children do not count. As the school year progresses, the children will be required to participate in service projects. This participation is not part of the Family Participation Program. The one exception is if you are a member of the Service Committee that organizes service events (i.e. St. Vincent's dinners).

How can I sign up for multiple days of volunteering without going into each day individually?

Unfortunately, there is not a way to sign up for multiple days of volunteering at one time. The signup was created this way to allow many people to participate in all activities and to avoid numerous cancellations due to families not knowing their exact schedules for an entire year. There are some options for you however. The School Day Volunteers signup has been created in 2-month blocks. Two of these blocks are being posted at the same time. If you know that you can commit to this time frame, you can email the Volunteer Coordinator with your exact schedule. This multiple day scheduling can be done for you so you do not have to spend the time filling out spots for individual days. Please make sure and provide your email address and phone so you can be contacted to confirm the spots and for any questions.

Who do I contact regarding questions about volunteering or the Family Participation Program?

You can contact Cindi Marcotte, St. Ignatius Volunteer Coordinator at volunteer@st.ignatiusmeridian.org regarding general volunteer information, questions, and scheduling. If you have a question regarding School Day Volunteers, you can contact Katelyn Smith at ksmith@stignatiusmeridian.org. If you are not sure who to contact, please feel free to contact either one. They are both working together and are in constant communication. Your message will get to the appropriate person.