



# Care and Share Program

The All Saints *Care and Share Program* allows parents to play an active role in the operation and maintenance of the school. Parent Volunteers perform tasks that would otherwise be done by paid professionals, thus saving money on the on the cost of the maintenance, repairs and capital improvements. Saving money in this manner helps keep tuition affordable for everyone.

**Each two-parent family is expected to work 25 volunteer hours on school related projects or activities or pay the \$250 *Care and Share Program fee*. This requirement is 12.5 hours, or \$125, for single-parent families (a single-parent family for this purpose is defined as a family with only one parent living in the Tulsa Metro area).**

**Volunteering:** Volunteers in our school are required by the diocese to complete a background screening and volunteer paperwork. Lunch room volunteers also must complete a free food safety training online. The cost of the screening and time spent for VIRTUS or food safety training can count toward Care and Share hours. Volunteer packets are available in the office.

**Submitting Hours:** Each family is responsible for recording their hours on a Care and Share log sheet and submitting the log sheet to the school office by the end of school. "Fun Day" always falls on the last day of school and will be counted for that same school year. Families are billed for any required hours not completed AND SUBMITTED at the rate of \$10 per hour. It is important to remember that this is a required fee and payments made toward Care and Share are not tax-deductible. Log sheets should be kept throughout the year then turned into the office once hours are fulfilled.

**Extra Hours:** Care and Share hours cannot be transferred/donated to other All Saints families. Grandparents can volunteer time for the family, just remember the log must be filled out. Extra hours do not transfer to the next school year.

*All Saints reserves the right to withhold grade cards and student records if a family does not fulfill their Care and Share commitment.*

## Examples of what qualifies and what does not qualify:

### Qualifying Acts of Service Samples

Volunteering in the lunch room after 2 hour requirement is met

- Driving for field trips
- Time spent as a homeroom parent
- Cost of volunteer background screening
- VIRTUS training time
- Food Safety training time
- Service on a committee
- Helping with the Book Fairs
- Campus Clean-Up Days
- Helping in the office
- At home projects for teachers
- Volunteering at Fun Day
- Volunteering at Bingo/Auction
- Coaching an All Saints Sport  
(Basketball, Volleyball, Golf, Track, Cross Country, Cheerleading)
- Substituting without pay

### Qualifying Donations

**We prefer service in the form of time**, but will accept teacher-requested or school-requested items (\$10 = 1hr). Donating requested items or gift cards to help raise money for fundraisers qualify, but the actual money spent at the fundraiser does not qualify.

### Do Not Qualify

- Personal Teacher appreciation gifts/gift cards
- Gifts to Teachers
- Book Fair Purchases
- Student Assignments/Projects
- Homeroom Expenses  
(parties must stay in budget, extra expenses are not allowed)
- Coaching a Jr. Comets (or other org.) Sport
- Volunteering at your church
- Substituting with pay
- Charity Donations that do not benefit the school directly  
(i.e. Angel Tree, Sock Drive, Food Pantry)
- Monetary Donations to school

**Lunch Duty Requirement:** For the 2017-18 school year all families are required to volunteer 2 hours in the lunch room. Hours worked in the lunch room over the required 2 can be counted toward Care & Share. Please refer to the Lunch Program Information Sheet for complete details.