Challenge Preparatory Academy
"Where Learning is Experienced"

Students attend school 180 Days a year, parents must volunteer at least 60 hours as part of the PASS Program (as school progress, other opportunities will be added).

"We Need Your Help" List:

- Parent Advisory Board (afterwork hours & weekend hours)
- Annual Fundraising (afterwork hours & weekend hours)
- PTA
- Breakfast
- Lunch
- Chaperone
- House Keeping (afterwork hours & weekend hours)
- Front Desk
- Grounds (afterwork hours & weekend hours)
- Facility Upkeep (afterwork hours & weekend hours)
- Specialty Events (afterwork hours & weekend hours)
- Special Projects (afterwork hours & weekend hours)
- Afterschool Events
- Reading Buddy
- Math Buddy
- CLiC (Cyber Literacy Connection) Mentor
- STEM Mentor
- Book Fair
- Science Fair
- App Fair
- Mini Art Event
- Mini Film Event
- Gamers Night (afterwork hours and weekend hours)
- Hold a Student workshop (share your passion for art, music, crafting and building)
- Shopper (afterwork hours & weekend hours)

Challenge Preparatory Academy's Volunteer Expectations:

Your student must be enrolled at school.

Remember that not everyone is suited for the same type of involvement. You may have to "try on" a few activities before you find something that feels right. If you need ideas, ask Dr. Willis, she will be glad to help you think of something!

Once you commit, we are depending on you: When you offer to help out, find out how much of a time commitment is expected and if it will be ongoing. For example, if you are going to repair the costumes for the spring musical or keep the art room stocked year-round? Are you chaperoning a field trip or coaching the whole season?

If you organize or help out with an activity that takes place off the school grounds, find out if there are any specific school regulations you need to keep in mind or any liability issues you should consider.

- **Be clear about how much time you're willing to volunteer.** Don't be afraid to say no if you're asked to do more than you feel comfortable with — but try to say it early enough so that someone else can take your place. Many trips and activities can't happen unless the school has enough chaperones or supervisors.

- **Start small.** Don't offer to coordinate the holiday bake sale, special event, and parent meeting all at once. If you've taken on too much, find out if you can pass some duties to other parents.

- **Don't give your child special treatment when you're volunteering at the school.** Follow your child's cues to find out how much interaction works for both of you. Most kids enjoy having their parents involved, but if yours seems uncomfortable, consider taking a more behind-the-scenes approach. Make it clear that you aren't there to spy — you're only trying to help out the school.

- **Get feedback from the teachers and students.** Find out what's most and least helpful to them and ask what you can do to make the most of the time you spend on school activities. It's important to communicate openly with teachers, administrators, students, and volunteers. Be flexible and responsive as the needs of the students and the school change.

Remember that volunteering not only benefits your student. It helps the classroom, the whole school, and the community by giving students positive interaction, support, and encouragement.

Who May Volunteer: Parents of a student enrolled at Challenge Preparatory Academy (CPA) and their siblings who are 18 years or older who do not attend CPA. _____ Initials

When you must volunteer: Students' school year is 180 days. Parent Volunteer Service is half the days of students' school year, 1 hour per day = 60 hours of volunteer service to CPA. Parents are required to volunteer each month for a minimal of 3 hours a month and a total of 60 hours over 10 months (August 2022 to May 2023).

Counting Hours: Time Sheets are due on the 1st Monday of every month. Volunteer Service must be recorded as individual days. All information on volunteer time sheet must be filled out completely or no credit will be given. _____ Initials

- You must volunteer for a total of 60 hours beginning August 9, 2022, to May 31, 2023. Hours may be counted only once. _____ Initials
- You can **buy your volunteer** hours at a rate of $468.90 for 60 hours *(the money will go towards student scholarship funds)*, or 7.82 for an individual hour, if you cannot volunteer during any of the 10 months (minimal hours cannot carry over to the next month). The maximum cost for a non-volunteer month is $47.20 (6 hours) and minimal is $7.82 (1 hour). Indicate on your volunteer time sheet and attach a check or money order. _____ Initials

Remember: Signing in at an event does not automatically credit completed hours. All volunteer hours must be recorded on the Volunteer Time Sheet, submitted no later than the 1st Monday of each month for credit to be given. _____ Initials

Signature: _____ Date: _____

If you decided to buy your volunteer hours, please submit your Volunteer Time Sheet (indicate "No Volunteer Hours") and a check or money order, please no cash.

Challenge Preparatory Academy * Parent Volunteer Packet * 2022-23 School Year
Point of Contact: Dr. Willis, School Principal * 706-431-7298 * info@challengeprepacademy.org

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Volunteer Time Sheet

Record your volunteer hours, then turn this sheet in no later than the **1ˢᵗ Monday of every month**. The *minimal number of hours per month is 3 hours* and the max is 6 **hours** *(Minimal hours cannot be rolled over to next month, you must buy the hours).* If you cannot volunteer indicate no volunteer hours and attached your check or money order (**no cash please**) for a minimal of $7.82 (1 hour) to a maximum $47.20 (6 hours).

Name: _____ **Month:** _____ **Date Re'c** _____

Activity	Date	# of Hours	Time Began & Concluded	
1.				
2.				
3.				
4.				
5.				
6.				
Total Hours			Check if no hours this month	

1ˢᵗ Mondays:

- ☐ Sep 2ⁿᵈ, 2022 (the only Friday, because of Labor Day)
- ☐ Oct 3ʳᵈ, 2022
- ☐ Nov 7ᵗʰ, 2022 (Fall/Thanksgiving Break)
- ☐ Dec 5ᵗʰ, 2022 (Winter/Christmas Break)
- ☐ Jan 9ᵗʰ, 2023
- ☐ Feb 6ᵗʰ, 2023
- ☐ Mar 6ᵗʰ, 2023
- ☐ Apr 10ᵗʰ, 2023 (Spring Break)
- ☐ May 1ˢᵗ, 2023
- ☐ May 31ˢᵗ,2023 final submission & Volunteer Luncheon at 12:00 pm, location TBA