

Koraes Elementary School Volunteer Policy 2025-2026

Koraes Elementary School is a not-for-profit educational institution that relies on volunteer assistance to provide support for its community programs. For the 2025-2026 school year, Koraes Elementary School is continuing its Volunteer Policy with some changes. Our goal is to get our families to volunteer to not only support our community but to build relationships with one another.

Each family is required to donate **ten (10) hours** of their time at Koraes Elementary School sponsored events that occur outside the school day (i.e. sponsored events: Fall Festival, Christmas Event, Winter Festival, Spring Fundraiser, Lenten Dinner, Jr. Olympics, School sponsored: Gala, and the SSCH Church sponsored Picnic). Volunteer hours cannot be accrued during the school day (i.e. hot lunch, field trips, book fair, Christmas shop, room parties, track and field, etc.)

The volunteer commitment and fee are **per family**. Volunteer hours are not transferable from family to family nor can you accumulate hours from year to year. Volunteer hours are awarded for support of specified events and not for class specific functions or in school events.

Volunteer slots must be fulfilled by adults (Ages 21 and up). Student volunteer hours do not count toward this policy. Volunteer opportunities will be posted online and parents must sign up and sign in with the event coordinator day of to receive credit.

To secure this obligation, Koraes Elementary school will offer two choices to our families:

Option 1 - I/We make a commitment to the Koraes Elementary School Volunteer Program. I agree to write a deposit check payable to Koraes Elementary School dated **June 1, 2026** in the amount of **\$1,000** (include family name on memo line). This will serve as security for our volunteer commitment. My volunteer commitment check will be delivered to the School Office no later than **September 30, 2025**. I acknowledge that if I do not submit my check by the stated deadline above, my FACTS account will automatically be invoiced \$1,000 and it will be due immediately. I understand my volunteer commitment check will be shredded upon my completion of my ten (10) hours of volunteer service. In addition, I understand that if my family does not complete the full ten (10) hours of service by June 1, 2026 that I/we will forfeit the entire \$1,000 deposit, and no refund will be issued. Additionally, if my family is not in good financial standing with the school by June 1, 2026 the volunteer commitment check will not be shredded and will be cashed regardless if my family's volunteer hours are met.

Option 2 - I/We waive our volunteer obligation to Koraes Elementary School by choosing the volunteer buyout option. I/We agree to pay the **\$1,000** fee to Koraes Elementary School by **September 30, 2025**.

**Funds raised from the Volunteer Policy will be directed into an account
earmarked for teacher professional development and ancillary materials
for the 2025-2026 school year.**