

FAMILY PARTICIPATION AGREEMENT 2010/2011

Alaya is a non profit organization dedicated to providing a quality early childhood program for our families. Tuition charges cover our basic operational costs. Fundraising continues to contribute significantly to our operating budget. We rely on our families to participate in organizing and running fundraising events each year. Money from our fundraising events goes toward designated projects which vary from year to year, and include building a scholarship fund.

1) **All School Environment Day** - Environment Day is held once each year on a Saturday for three hours in the fall. It will be listed on the Alaya school calendar. We come together as a community to work on the indoor and outdoor environments doing repairs, painting, cleaning, pruning, raking, etc. Participation is required but not limited to only one parent per family. I (We) understand that there is a maintenance fee of \$60.00 if I (we) are unable to attend Environment Day.

2) **Parent-Teacher Conferences**

These are held two times each year, in the Fall and again in the Spring. There is no school on these days. Child care is provided during your child's conference time only. Please check the Alaya school calendar for dates.

3) **Service Hours** –

In addition to the required Fall Environment day I (we) understand that each family is required to fulfill 10 Service Hours. I (We) understand that at the end of the school year families will be billed \$20 for every Service Hour not completed. These hours may be fulfilled through any or all of the following:

- **Fundraising Events** – As we need many volunteers to help us organize and plan for each fundraiser, there are lots of ways in which to participate before, during and after the events. Please see attached survey for more details. These all school events become the foundation for creating community among our families as we do this work and have fun together.
- **Miscellaneous handy work, or grounds work** – After the Environment Day the office will have an ongoing list of jobs available. These projects are coordinated through the office or by a designated parent.
- **Periodic Special Projects** – Please see attached survey for details.
- **Purchasing of Grocery Coupons** – For each accumulation of \$250 of grocery gift certificates/script purchased, you will be credited one Service Hour. Coupons or gift cards from the following stores are available in the office:

King Soopers	Gift Certificates/Script	5%
Liquor Mart	Gift Certificates/Script	10%
Lucky's Market(North Boulder Mkt.)	Gift Certificates/Script	7%
Safeway	Gift Certificates/Script	5%
Sunflower Market	Gift Certificates/Script	5%
Vitamin Cottage	Gift Certificates/Script	5%

PLEASE SIGN BELOW AND RETURN BY FRIDAY MAY 24TH ALONG WITH SERVICE HOUR SURVEY

I (We) have read and understand the Family Participation Agreement.

Parent/Guardians(s) Signature(s) _____ Date _____

Print Name(s) _____

Phone #(s) _____

Child's Name _____

SERVICE HOUR SURVEY *Due May 21st*

Name/s (print please) _____

Each Family is required to fulfill 10 service hours *in addition to 3 Environment Day hours*, and will be billed for any service hours not completed by May 2010 at \$20 per hour. Please ✓ mark any areas below that you may be interested in participating in to fulfill your Service Hours:

- **RATNA RUMPUS! Fall Festival family event: Late Oct. or early Nov. P.A.C. auditorium, Naropa.** We will list the date on the Alaya school year calendar.
- **Chair/Co-chairs**– Event coordinator helping with overall planning and steering committees.
- **Decorations Committee** – Decorations, much of which can be made prior to event.
- **Zero Waste** – Coordinate implementation of a no waste event (food/drinks materials and disposal etc.)
- **Event Set up Committee** – Setting up the morning of the event at P.A.C., Naropa.
- **Face Painting** - Face painting children’s faces prior to entertainment.
- **Craft Table** – Organizing materials and helping children create a simple project.
- **Raffle tickets** – Selling raffle tickets prior to and at event, drawing winning names at event.
- **Event Clean up Committee** – Cleaning up after event.
- **Food/Snack Chair** – Coordinating food donations (quick and easy snacks prepared or solicited by parent volunteers), snack set up and service at the event.
- **Snacks** – Preparing designated easy to serve snacks and delivering them to P.A.C. the morning of the event.
- **E.F.A (Emergency Family Assistance) Food Drive** – Organize a collections box at the Ratna Rumpus for donated canned goods and non-perishable items for E.F.A. Bring items to E.F.A.
- **SPRING SOIREE! Adult social event: An evening silent auction/dinner dance, late March or early April.** We will list the date on the Alaya school year calendar.

Our biggest fundraising event of the year! We need help preparing for this event (before, during and after) - **a lot of opportunities for Service Hours here!**

- **Co-Chairs** (there will be at least two of you) - Event coordinators helping with overall planning and steering committees. This position could fulfill all of your service hours!
- **Solicitation Committee** – “Super Solicitors”. This is a job for those who love to hit the streets and collect items for the auction. All Alaya families will be asked to solicit 2 items for the auction, but we need a few “Super Solicitor” pros for this very important job! Super Solicitors will begin to pursue donations early in the school year.
- **Auction Committee** – Cataloging auction items, creating bid sheets and item descriptions. Auction set-up the morning of the event, working at the auction, closing out and calculating bid sheets & collecting items for winners. Collecting payments.

- **Live Auction Caller/ MC** –General auction announcements and “Calling”/pitching the Live Auction items (MC, theatrical/ comedian skills help)☺
- **Publicity** – Graphics for printed materials, tickets, fliers, signs etc.... **OVER**
- **Food Chair** – Overseeing food donations (prepared or solicited by parent volunteers). Coordinating volunteers and set up/hosting for the Event. Clean up after the event.
- **Donate Food** –Donate a dish, salad or dessert for the event.
- **Bar Chair** – Collect donated or purchased items for the bar and set up the bar the prior to the dance (with help from Committee).
- **Bar Committee** –Taking a shift serving drinks and attending to the bar at the dance. Help with bar take-down after the event.
- **Spring Event Cheerleaders**– (no uniform necessary) to help promote the event and inspire attendance. Enthusiastic raffle ticket sales and event promotion at pick-up time for example (perhaps in a costume related to a theme?). Maybe highlight the event at community nights or other gatherings etc. If you have been before, you know how fun it can be!
- **Decorations Committee** – Much of this can be done prior to event with a small committee of decorators setting up the morning of the event.
- **Zero Waste Organizer** – Coordinate implementation of a no waste event (food/drinks materials and disposal etc.).
- **Event Set up Committee** – Setting up the morning of the event, tables, chairs, help with decorations etc.....
- **Event Clean up Committee** – Clean up and take down after event.
- **Thank You** – Sending thank you cards to auction donors. Alaya will provide cards, return stamps and postage.

PERIODIC SPECIAL PROJECTS

- **Conference Day Lunch** - Provide a dish, dessert or salad for the teachers on Parent Teacher Conference or Inservice days.
- **Miscellaneous Projects TBD**
- **Grant Writing**

MISCELLANEOUS HANDYWORK OR GROUNDWORK

- An ongoing list of jobs is available in the office. If you have handyperson skills this is the job for you! These projects are coordinated through the office or by a designated parent. Please list any special skills you may wish to offer; electrical, plumbing, wood working, gardening, landscaping, painting etc.
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- **GROCERY COUPONS/SCRIPT**

- Grocery coupons are available for purchase in the office. Simply purchase grocery coupons at face value from Alaya, and support our school through your regular grocery shopping! For every accumulated \$250 worth of grocery gift certificates/script purchased, you will be credited one Service Hour.

Thank you!