

Most Commonly Asked Questions and Answers Parent Volunteer Hours

When can I start logging hours each year?

Parents can start logging hours after July 1st.

Where do I sign up as a volunteer if I am coming from private school or have never signed up before?

Parents can sign up to be a listed volunteer on a computer in the front office of any Brevard Co. school or at registration in August. The volunteer registration must be updated every five years. Parents receive one volunteer hour for signing up or updating their registration.

How do my hours get counted?

There are parent log sheets available on the KMS Cambridge FOCUS web site or email Mrs. Sweeney, the coordinator, for one. The hours must be recorded on this sheet and turned in to Mrs. Sweeney through the front office in order for them to be entered into the computer.

Can I count hours worked at my church or favorite organization or alongside my student in his community service project?

No, parent hours, unlike the student hours, must only benefit the KMS Cambridge Checkpoint Programme.

Can all 20 hours be completed by making a monetary donation to cover supplies, fees, and other miscellaneous items that commonly arise during the school year?

We would rather not accept a monetary donation—KMS appreciates parent involvement! However, a parent may cover all or a portion of hours with this option if he/she wishes to do so. We the teachers of the program find this option very beneficial because often needs arise immediately and funds are required to cover the issue. Please make checks payable to Kennedy Middle School and on the “memo” line write Cambridge Checkpoint Programme & turn in to the KMS front office. \$5.00 = 1 hour

How many hours do I earn if I buy supplies for a Cambridge teacher? First, you should NOT just purchase supplies and give them to a teacher—there must be a need for the supplies, so please wait for the contact from the teacher. For every \$5.00 you spend you will receive one hour. These purchases should be added to your log sheet with receipts attached.

Can all 20 hours be completed by collecting BOXTOPS? Can my student just drop them off in the front office?

Yes, all 20 hours can be completed with BOXTOPS but the BOXTOPS **must be accompanied by a log sheet or they will not be counted towards parent hours.**

For every 50 BOXTOPS coupons you can earn 1 hour of volunteer time. The BOXTOPS must be valid, properly clipped, bundled in tens and sent in an envelope or Ziploc bag. Please include:

- student's name
- Mrs. Sweeney's Name
- grade
- Parent volunteer name

If I complete more than 20 hours can the extra hours count towards next year?

No, hours cannot be rolled over to the following year. However, the programme benefits from all hours contributed by parents. Participating in school activities or making a donation not only gives parents the opportunity to directly impact their child's school, it allows them to feel part of the Cambridge Checkpoint family.

If I don't complete my obligation of 20 hours will it negatively affect my student for the following year?

As we hold our students in the Cambridge Checkpoint Programme to the high district standard of all Choice Programs, we also ask that parents comply with the district's standard. All Choice Schools in Brevard County require 20 hours of parent volunteer service. KMS is keeping in accord with this district guideline. Parents are asked to sign a contract agreeing to complete 20 hours of volunteer service to the school and if the contract is broken the student may be at risk of losing his/her seat in the Cambridge Programme for a 7th grader rising to 8th grade. As for parents of students rising from 8th to 9th grade not completing the requirement, this may impact the student's participation in special end-of-the-year activities like GradVenture.

If I sign in at a meeting or an event do I still need to log those hours myself?

Yes, the sign in sheets are for other purposes and have no connection to your volunteer hours. Only hours turned in on log sheets or through a computer sign in will get entered into the system.

What is the due date for all hours to be turned in? All hours should be turned in by May 1st.

Who can I contact about my parent hours?

Please contact Barbara Sweeney, Cambridge Checkpoint Coordinator, at sweeney.barbara@brevardschools.org if you have any questions or concerns.