

2012 – 2013 Parent Volunteer Commitment Frequently Asked Questions

Why am I being charged a \$200 Parent Participation Fee?

St. Joe depends on the generosity of our parents with their time, talent and treasures. We could not provide the same diversity and quality of student life without our parent partnerships. As such, we are restoring the parent participation fee of \$200 which will be credited to your student account upon completion of two or more volunteer activities.

How can I be certain I will receive the credit for my volunteer work?

When you signed up to volunteer for two or more activities, a copy of your form was provided to the chairperson(s) responsible for that activity. That person, or one of their designated committee members, will contact you in advance of work dates to confirm your availability and volunteer assignment. They have the telephone number(s) and email addresses you provided on the form, and will make several attempts to contact you. Once you have successfully completed two or more activities, you should bring your signed forms (one per activity) to the Advancement Office and that office will authorize Finance to issue the \$200 credit to your student account. Each activity will have a designated, authorized signer. You are responsible for fulfilling your volunteer commitment and getting your forms signed following the completion of these activities.

What if I don't receive a phone call or email to volunteer?

Please check the SJA Website for weekly updates and reminders of upcoming volunteer opportunities. If you have not received a call or email about your activity, please contact the person listed for each activity. You may also contact the Advancement Office if you have any questions about your volunteer activity.

What is the deadline to complete my commitment in order to receive a credit?

The deadline to complete your volunteer commitment and submit signed forms to Advancement is no later than **April 15, 2013**. However, you do not need to wait until that date to submit, you may turn in your paperwork as soon as your commitment is fulfilled.

Are there any other projects available to work on that were not previously listed on the form?

If you are handy and interested in volunteer projects around campus which require painting or light construction, please contact Mr. Tony Chavez, St. Joe's Facilities Director, at 956-455-9220 or at tchavez@sj.us . We currently have several projects available including painting courtyard benches, gates, walkway posts, parking lot striping and light construction.

If you are interested in selling ads for the Athletic Program, please contact Mrs. Melissa Muzquiz, SJA Athletic Booster President, at (956) xxx-xxxx or mamuzquiz@aol.com

If you have suggestions or ideas for other volunteer opportunities, please contact the Advancement Office to discuss at (956) 542-3581 ext. 302 or jwilliams@sj.us .

Also, please continue to check the website and Edline, as new opportunities become available, these will be posted.

Thank you for your time and service to our St. Joe Community.