



## Volunteering & Fundraising Obligation

**Family Assessment:** In order to keep tuition reasonable, each SMS family is required to both volunteer and fundraise. The assessment program explained below will take effect for the 2021-2022 school year. The requirements are similar to the previous program, it will be changing from a points-based system to a system that will track hours volunteered and dollars earned. This is meant to make it easier for families to understand and track. Each family will be required to volunteer a minimum of 25 hours and generate \$350 in fundraising each academic year (per family, not per student). The most efficient way of reaching the assessment goal is to follow the preferred 25 hours/ \$350 fundraising. Options listed below explain various other ways of reaching the assessment requirements, however, those options may require either more hours or more fundraising to reach the goal (vs. the recommended 25hrs/\$350).

### **Fulfilling Your Family Assessment:**

**Volunteer Hours:** Volunteer hours can be earned through a variety of activities at the school. For example, you can earn hours by volunteering to work at any of the SMS HSA sponsored events like the Christmas Tree Sale, the Carnival, etc. There will be many announcements throughout the year seeking volunteers for various events. If you are a room parent or chairperson of an event, your hours are automatically met. **Note: Family friends and relatives may also volunteer, earning hours for your family.**

**Fundraising Dollars:** The fundraising obligation can be fulfilled through a variety of fundraisers offered throughout the year. You will earn credit towards your assessment goal based on how much you sell for each event. **The amount earned towards assessment may vary by event but is normally between %25 and %50, so please be sure to check with the chair of each event for clarification of what will be applied towards your fundraising goal.** For example, if you sell \$150 in pies for the pie fundraiser, a \$150 credit will go towards your \$600 goal, however only 5% of grocery card sales will go towards assessment. Check for details with each event chair.

### **Other Options for Fulfilling Your Family Assessment:**

- Families willing to volunteer many hours, but prefer not to raise funds: After volunteering 25 hours, any additional volunteer hours will accumulate at a rate of \$10 per hour and may be applied to your fundraising obligation for that year.
- Families with little time to volunteer, but prefer to fundraise: After you achieve the \$600 credit through any fundraising activity, additional funds may be applied, at the rate of \$10 per hour towards your 25 hour volunteer obligation for that year.
- Families that do not wish to volunteer or fundraise have the option of paying \$600 upfront to the HSA, fulfilling their obligation for the year.

**If You Do Not Fulfill Your Family Assessment?** Families that do not fulfill their Assessment will be charged \$10 for each volunteer hour and \$1 for any portion of the fundraising obligation owed. For example, during the school year, if your family accrued 20 volunteer hours and earned \$400 in fundraising credits, your family is short \$250 to fulfill your assessment obligation. As a result, your family will be charged the balance of \$250. Unpaid balances may incur interest charges.

\*Assessment obligations may be subject to change from year to year based on fundraising profits.

\*Families must be up to date on tuition payments and assessment obligations to hold any chair or co-chair positions or to be considered for a room parent position.