

LIBERTAS SCHOLARS

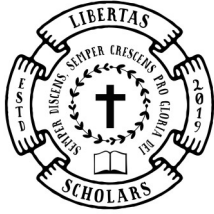
Semper Discens, Semper Crescens, Pro Gloria Dei

“Always Learning, Always Growing, For the Glory of God”

REQUIRED PARENT PARTICIPATION

*Covid Update

- Parents (or another trusted and approved adult) must commit to volunteering a minimum of 15 hours a month (per family). You will not necessarily be in your own child’s class. You may attend your scholar’s class at any time; however, that is considered a class visit and will not count as the required volunteer commitment. *Volunteer requirements are for families with students taking two or more classes. Requirements for students taking a-la-carte and less than two classes on campus are attached. *Volunteering will remain a key component of our success. Some roles will be virtual and others will be on campus. We will do our best to accommodate your needs based on your family dynamics.*
- Volunteers must register for their volunteer roles at least one month in advance, if it is not a semester, seasonal or annual assigned role. *Assigned roles will be confirmed at orientation. Please see Lydia Ngwa, Christie Bancalari or Jenifer Rawlings if you are interested in one of the roles defined in this document.*
- **A \$10 charge will be assessed per hour of the volunteer requirement that is not met during the month.**
- **A payment of \$150 per month can be made in replacement of your volunteering requirement.**
- Lunch on campus does not count toward volunteer hours, unless you are fulfilling a volunteer role such as playground supervision or gym duty.
- **If a volunteer must miss a shift, it is his/her responsibility to fill the obligation or pay \$20 for the missed shift, unless previously approved by the Volunteer Coordinator.**
- Parents (or another trusted and approved adult) of K-3rd grade students will be expected to be on campus and participate with the child if they choose to attend **Community Days** (one Monday a month). Families with ONLY K-3 scholars at Libertas can count Community Days as their volunteer time and will only be responsible for 3 hours a month. (Parents of K-3 are solely responsible for their children during any time on campus so this is not a time you can volunteer, unless your child has another parent/caregiver responsible for them.) This is an OPTIONAL day.
- Parents (or another trusted and approved adult) of 4th—6th grade students will be required to attend the IEW/Grammar classes. This class is an instructional class for both scholar and parent/teacher. This will count towards 4 hours of your monthly volunteer commitment.
- Parents (or another trusted and approved adult) of scholars taking High School History with Mrs. Caruso will be required to attend class ONE MONDAY A QUARTER when she is in town teaching (dates will vary.) A schedule of her travel dates will be provided. This will not count toward your volunteer commitment, as this is an obligation due to the format of this class.
- We may ask for volunteers / chaperones for various class activities or field trips above and beyond the class schedule. We hope that you will join in the fun and festivities with your student when those amazing opportunities arise.



LIBERTAS SCHOLARS

Semper Discens, Semper Crescens, Pro Gloria Dei

“Always Learning, Always Growing, For the Glory of God”

Families with a student taking only **1 elective a la carte (one day a week)** will require parents to volunteer **8 hours a semester**.

Families with students taking only **1 core class (two days a week)** will require **16 hours of volunteering a semester**.

Families with students enrolled in **more than 2 classes** will be required to fulfill **10 hours a month** of volunteer hours.

Families with students enrolled as **VIRTUAL ONLY** will be required to fulfill **2 volunteer hours** a month.

Parents serving as tutors will be given credit for 5 hours of volunteer time for every hour taught in addition to their salary. If a parent is teaching only one hour, they will be required to volunteer an additional 10 hours during the month.

Volunteer Coordinator (minimum of semester commitment to maintain consistency)—Maintain the monthly volunteer schedule and work with study hall proctor to ensure hours have been completed. Volunteers will be responsible to find replacements for their designated roles. *Fulfills 10 hours of monthly obligation.*

Tutor Pool—If you sign up to be an on-call tutor, you will have 5 hours deducted from your 15 hour obligation; however, you must be available for any class that requires a substitute during the month you sign up to serve in this capacity. fulfills 5 hours per month if you do not tutor at all and 1 additional hour that you are called in to sub. (Volunteers will earn 5 hours for being available to tutor and an additional 1 hour per instruction hour taught as a sub.)

On-line Proctors—This role will attend on-line classes and act as the proctor so the tutor can focus on teaching the material and leading discussions. This role will ensure the students are not misusing technology, attend the entire class and will assist with questions or technical issues.

Registrar—Registers students and completes class rosters for the semester. Fulfills semester requirements for volunteer hours. **FILLED**

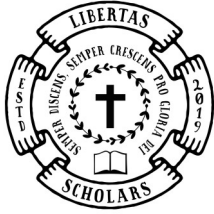
School Calendar / Admin Support—Help with announcements, keep website calendar up to date, coordinating field trip dates, guest speakers, and other important dates the campus, students, tutors need to know. Fulfills 5 hours per month (*also open to a high school student in GRADES 10-12 who would like volunteer hours schedule permitting*).

PSL/Web/Technology—someone willing to help troubleshoot and teach parents/students about PSL, help keep website updated and troubleshoot technology issues on campus. Fulfills 10 hours per month (*also open to a high school student in GRADES 10-12 who would like volunteer hours schedule permitting*).

Elementary K-3 Family Liaison—serve as a lead to keep families inspired and informed, and work as a liaison between lower and upper schools. 15-week commitment fulfills all volunteer requirements for the semester.

Elementary 4-6 Tutor Lead—serve as a lead to keep tutors inspired and informed, and work as a liaison between tutors and AAB. 15-week commitment fulfills all volunteer requirements for the semester.

Middle High School Tutor Lead—serve as a lead to keep tutors inspired and informed, and work as a liaison



LIBERTAS SCHOLARS

Semper Discens, Semper Crescens, Pro Gloria Dei

“Always Learning, Always Growing, For the Glory of God”

Church Liaison—facilities management, communication with Joe on a daily basis, works with church to secure rooms for outside meetings, maintains relations with staff (invite to lunch, bring small thank-you notes or tokens of appreciation—provided by Libertas).

Community Day Coordinators—this role will help the community plan for the events on our Community Day (once a month). Each day served as a coordinator will count as 8 hours of volunteer time.

Study Hall Proctors—1 hour shift = 1 hour of volunteer requirement. *This will be paid position.* If the role is filled by a parent as the paid position it will not count towards volunteer hours, however, another role can be done at the same time (such as volunteer coordinator, grading assistant, lunch and learn coordinator to fulfill volunteer hour requirement).

Playground/Gym or Field Volunteer—lunch and Tuesday recess (k-3). 1 shift = 1 hour of volunteer requirement (*this is also open to a high school student who would like volunteer hours schedule permitting*).

Grading Assistants—Help tutors put grades into PSL, send out homework reminders to students/parents as needed. Would work with tutor during class time to ensure grades are up to date. 1 hour = 1 hour volunteer requirement.

Chapel Coordinator (2 positions: Elementary / MS&HS)—coordinate morning Bible program with worship band, scripture, guest speakers and leaders. This role does not have to LEAD worship; however, they will be responsible for ensuring the morning Bible program starts on time, has a program/speaker or devotional led by a student team or guest speaker. 10-week commitment. Fulfills 15 hour requirement for the months served.

Lunch & Learn Guest Speaker Coordinator—coordinate guest speaker schedules and events on FB for Men’s/Women’s Bible study, Mrs. Caruso, Spanish Lunch Hour, and any other guest speakers on Friday during Lunch & Learn. Semester-long commitment and fulfills 8 hours per month served.

This is not an exhaustive list of volunteer opportunities, however, these are needed to keep the community running smoothly. Positions will be given to members once students are fully enrolled.