



Parent Participation Guide

There are many ways to volunteer and earn parent participation hours at our school! Remember that 10 hours are required per student, as noted in your initial enrollment packet. Parent participation is an important part of school and student enrichment and experience. Please remember to sign in for your hours with Ms. Sabrena or ask your teachers to do so for you. Note: \$50 will be billed to parents for every hour not completed by the end of the school year. If you would like to opt out of completing volunteer hours, you may pay the \$500 opt-out fee.

Ways to Volunteer in Person

Volunteering at the school is the easiest way to earn your parent participation hours quickly and in bulk. If you bring a partner in to help with you, you will receive time and a half.

- Once per quarter, Mainspring schedules a Saturday Service Day event. These events typically take place between 10am and 3pm. We get many comments from parents who enjoy the opportunity to get to know other parents and staff and build a sense of community. Help is typically needed in general school cleaning and organizing, painting, moving furniture, assembling furniture, patching holes, minor repairs, mounting, weeding/landscaping, and helping any teachers who may need it in their classrooms. Please contact Sabrena at sabrena.snow@mainspringacademy.org if you or your group are interested in being put on the list!

Typical Saturday Service Days:

- July to prepare the building for the students' return
 - October for National Make a Difference Day
 - December for International Volunteer Day
 - April for National Volunteer Week
- Set up a fun station at one of our annual school holiday events.

Typical events with open stations include our:

- Halloween Trunk or Treat Event (Trunks outside or tables inside)
 - Polar Express Holiday Pajama Party (Themed tables inside)
 - Special Olympics Events (Usually on Fridays from 11am-2pm)
- Assist with general needs for school events.

Typical opportunities include:

- September Board and Vendor Appreciation Event
- November Vision Screening (Help with calling classes and facilitating lines)
- November Thanksgiving Feast (Help with setup)
- December Christmas Tree and Holiday Decorations
- March Spring Portrait Days
- May Teacher Appreciation Week (Help with setup for food events)

- Assist with general needs around the school

Typical opportunities include:

- Storage room, tech closet, PE closet, art room, and vocational kitchen— organize and take inventory
- Volunteer for specific roles or activities at class/school-wide field trips. (Volunteer hours will be given for assisting with specific tasks, not for chaperoning)

- Work a table at any of our available weekend marketing events

Typical opportunities include:

- HEAL Zoo Walk
- Making Strides for Autism Walk

- Consider joining our Parent Action Committee (PAC)

- This is a great opportunity for parents who have the ability to commit additional time and talents to help plan and coordinate our special events and small fundraisers, making them extra special for the students and staff. PAC members must be able to attend most monthly meetings (usually the first Tuesday of the month).

Ways to Volunteer from Home

- Make personal monetary donations for general support or our various fundraisers during the school year. Every \$50 donated during the school year is equal to one hour of parent participation.
- Check our monthly newsletter for our overall school wish list. Every \$50 spent on items is equal to one hour of participation.
- Sign up on SignupGenius to bring in items for events. Every \$50 spent on items during the school year is equal to one hour of participation. Remember, it must be on our wish list to count!
- Check with your child's teacher to see if there are any specific classroom supplies they may need. You can also check with Ms. Liz to see if there are any curriculum or educational projects you can help with from home. Every \$50 spent on items is equal to one hour of parent participation.
- Check with your child's teacher to see if there is anything you can come in and do for the classroom, for example, cutting, laminating, making copies, decorating for holidays/seasons, etc.
- Start your own Giving Tuesday Facebook fundraiser, birthday social media fundraiser, personal fundraiser, participate in our Holiday Gift Gram fundraiser, or join in on our weekend marketing and fundraising events around Jacksonville! This is also a good way to get a bulk amount of parent participation hours. Be sure to ask administration when the next events are!
- Check with your company to see if they participate in nonprofit fundraising or company matching. We are a 501(c)(3) nonprofit, so all donations are 100 percent tax deductible
- Share your talents! Do you have a knack for graphic design, grant searching, grant writing, video editing, public speaking, marketing, event planning, accounting, website building, or any other talents that might help the school? Let us know how you can help!

Along with getting in your parent participation, there are many other ways to be involved in helping to elevate our school! Our parents, teachers, and staff are a crucial part of who we are and representing us as a school.

1. Choose Mainspring Academy as your AmazonSmile charity! AmazonSmile works the same as Amazon with your Prime account and regular purchases. Instead of using the Amazon app, download the AmazonSmile app (Android) or bookmark [smile.amazon.com](https://www.amazon.com/smile) on your home screen (iOS) and choose “Mainspring Academy” as your charity of choice!
2. Leave us a review! We would love to hear from you! Your reviews help immensely with potential admissions, especially when prospective parents are deciding where to tour! We have rolling admissions, so we can take new students all year-round! Mainspring Academy is on

***Yelp:** <https://www.yelp.com/biz/mainspring-academy-jacksonville>

***Google:** <https://www.google.com/maps/contrib/116557942623428884043/reviews/@30.2561489,-81.588535,16z/data=!4m3!8m2!3m1!1e1>

***Facebook:** <https://www.facebook.com/MainspringAcademyjax/>

***Great Non-Profits:** <https://greatnonprofits.org/org/mainspring-academy-inc>

***Private School Review:** <https://www.privateschoolreview.com/mainspring-academy-profile>

3. Follow and engage on our social media accounts! Every like, follow, share, comment and repost increases our online engagement statistics and pushes our school on more newsfeeds, thereby attracting more people! We want our community to know about us and how great our school is! Mainspring Academy is on

***Instagram:** <http://www.instagram.com/mainspringacademy>

***Facebook:** <https://www.facebook.com/MainspringAcademyjax/>

-We have a fun and free Facebook frame you can use too! Just type “Mainspring Academy” to “Add frame” on your profile photo!

***TikTok:** @MainspringAcademyJax

***YouTube:** https://www.youtube.com/channel/UCh2ybUYh9_nJyxBB2Jwoy-Q

4. Utilize your social groups! Friends, family, workplaces/ coworkers, your kids’ sports teams, classmates, and other contacts! Get them involved in events, Service Days, ticket sales, volunteering for Special Olympics, fundraising, Giving Tuesday and more! The more helping hands, the better!
5. Keep an eye out for any nonprofits, supply giveaways, nonprofit contests, or grants/funding sources that may be relevant to our school and its unique needs, and send us any links/information for them.
6. Spread the word! Word of mouth will always be one of the best forms of marketing. Mention our events and our school to friends, family and colleagues! Be sure to make referrals as well! Ask for digital or paper copies of flyers or brochures if you know a good place to share.

We are always grateful for your support and involvement in our school!