



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.

Whether volunteering in person, from home, or donating, please remember that your participation hours are logged ONLY if you request credit on the Parent Corner of our website. <https://www.mainspringacademy.org/parent-participation-request/>

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

- **Service Day Events:** A couple of times a year (during the summer and during the school year), Mainspring schedules a 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 any special projects such as installing playground or sensory room equipment.
- **Set up or run a fun station at one of our school events.** Typical events with open stations include our: Fall Festival, Special Olympics, Thanksgiving Feast, Winter Performance, Summer Splash Day, and Family Breakfasts.
- **Decorate a fun station at one of our school events.** Typical events with open stations include our: Fall Festival, Thanksgiving Feast, Winter Performance, Black History Month, Teacher Appreciation Week, and Family Breakfasts.
- **Assist with any clerical needs at the front desk** such as filing writing “thank you” cards.
- **Assist with any organizing around the school** in areas such as the curriculum room, tech closet, PE closet, art room, sensory room, social skills room, and vocational room.
- **If a teacher requests for you to chaperone a field trip**, you may receive participation hours. Please note hours are only given has *requested* assistance. If they do not need assistance, hours will not be credited for your attendance.
- **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). *Active PAC members do not have to submit their volunteer hours on our website.*



Ways to Volunteer from Home

Every \$50 spent or donated is equal to one hour of parent participation. Before donating miscellaneous items, please reach out to ensure the school might need them. Participation hours are not given for items dropped off at the school that we don't need, and as a result, may have to dispose of or give away.

- Make personal monetary donations for general support or our various fundraisers during the school year.
- Donate to the school wish list or classroom wish lists through the year. *Please Note: Participation hours are not given for the required school and classroom supplies due by the first day of school.*
- Help stock snacks and water bottles for the teacher's lounge throughout the year.
- Help provide meals/catering for pre-planning week (the first two weeks before the 1st day of school).
- Sign up on SignupGenius to bring in items for school events.
- Check with your child's teacher to see if there is anything you can take home to 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.
- Refer families, businesses, or potential donors to tour our school!
- Share your talents! Are you an RN? Do you own a restaurant? 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!

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