

Immaculate Conception School
Participation Hours Policy

1. All families attending Immaculate Conception School **are required** to sign-up for the FACTS tuition management program (which uses electronic funds transfers to enact tuition payments). If a family chooses to pay the full amount of tuition at the start of the school year, or to pay half the total amount at the start of the school year and the other half at the beginning of the second semester, FACTS **will still be used** to accommodate this process (even though monthly payments are not being made).
2. The tuition rates only cover a percentage of the actual cost of educating each student, and the remainder of this cost is subsidized by Immaculate Conception Parish. Therefore, each school family is required to help offset this subsidy by contributing a set number of participation hours.
3. A total of 15 participation hours **shall be required** for each K-8 school family. Participation may be accumulated in any combination of parish or school events (Family Festival, Horn of Plenty, Fish Fry, Athletic games, Poker rooms, etc.) Any hours exceeding the 15-hour requirement will not be credited.
4. If a NEW K-8 family registers at Immaculate Conception Catholic School *after* that year's Family Festival (losing the opportunity to earn festival hours) they will be required to work the total of 15 hours at other events as listed.
5. **If a family works less than the 15-hour participation requirement. their FACTS account will be billed the missing hours not worked and multiplied by \$25/hr.**
6. If you hold a chair position for an event that benefits the entire parish (i.e. Family Festival, Fish Fry), your 15-hour requirement will be fulfilled.
7. After having worked any participation hours, it is the parent/guardian's responsibility to make sure that the chairperson of the event (or his or her properly designated assistant) signs the appropriate voucher or certificate, so that proper credit for hours worked can be given. **Credit for participation hours worked cannot be given without proper documentation.**
8. The following individuals who will be considered eligible to volunteer and earn hours for a family are: father of student, mother of student, grandparent of student. Ineligible individuals would be: Aunts, uncles, cousins, brothers and sisters.