



## CORLS PTC

October 27, 2008

Greetings,

I am again serving as this year's Membership Coordinator. As always, I am excited about the volunteer opportunities that are available to our CORLS families, because the variety gives us options in meeting our 10-hour commitment to the school. There are many families who have already committed to these opportunities. However, at the present time we are still in need of volunteers in some areas. If you have not already volunteered, please see the attached list for available opportunities. This list will be updated regularly on the school's website.

The success of our school and our children really does require that all of us participate. As a reminder, each CORLS family is required to participate in the PTC in two (2) ways:

- Payment of \$100 in PTC dues.
- Providing 10 hours of volunteer time per school year for school-sponsored events and activities.

Both of these are required, and are not optional.

So that we can track the hours, at the end of each quarter, a Parent Volunteer Hours Tracking Sheet will be sent home. This is to be completed and returned to the school by the date indicated. To assist you with tracking, this form can also be found online on the PTC page at [www.corluthern.org](http://www.corluthern.org).

If at any time, you find that there are no opportunities for you to meet the required hours, please contact me so that I can assist you in finding appropriate opportunities.

As an added note, there are still a number of families who have not yet paid the PTC dues. These were due on August 8, 2008, and if not paid by January 1, 2009, will be automatically be added to your FACTS payments.

Remember: **Your PTC needs YOU!**

Thank you for the opportunity to work with you again this year.

Faithfully,

*Karla Edwards*

Karla Edwards

PTC Membership Coordinator



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## Parent Volunteer Hours Tracking Sheet

Family Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Thank you for volunteering your time! This form is designed to ensure that your family receives credit for the volunteer hours that you donate. Please keep this form in a convenient place; and remember to write down the date, the event, and the number of hours that you volunteered.

Please return this form to your child's teacher or the PTC mailbox at the end of each academic quarter. Blank volunteer tracking forms can be printed directly from the PTC page of the CORLS website or picked up at the school office.

***Please note: A minimum of 10 parent volunteer hours per family per school year are required.***

Date	Event/Activity	Hours
<b>Total Volunteer Hours</b>		

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For more information on volunteer opportunities, please contact the PTC Membership Coordinator.