

## FAMILY WORK SERVICE PROGRAM

Every family at Concordia Lutheran High School is expected to fulfill 24 hours of work service during the school year. This is our Family Work Service Program and it promotes fellowship among parents, staff and students, and supports our school in a variety of ways. Parent involvement adds enthusiasm and their many skills enhance our programs. This support of our families is vital to Concordia. Watch for emails with "**Work Service Opportunities**" in the subject line, which will be sent regularly to all of our families throughout the school year.

---

---

### A family's Work Service commitment can be met in several ways:

- ❖ Fulfill all 24 hours with work service
- ❖ Fulfill less than 24 hours with work service and pay \$16.50 per hour for the remaining hours
- ❖ Elect to pay \$396 in lieu of fulfilling work service hours

### How can we complete our work service hours?

- ❖ Assistance with events – Final Registration, Open Houses, Future Freshman Day, College Fair, Senior Luncheon, Fine Arts events, Annual Gala, Crusader Open golf tournament, Graduation, etc.
- ❖ Concession/ticket help at athletic games
- ❖ Chaperone assistance on field trips, athletic trips and other student excursions
- ❖ Office help (phones, copies, etc.)
- ❖ Special workdays
- ❖ Hospitality Opportunities - Teacher luncheons, Fine Arts events, Parent Conference day meals, All-School testing day breakfast, etc.

### How do we receive credit for the hours we have served?

- ❖ For hours worked - complete & submit the Work Service form located on our website at [www.clhs-tx.org](http://www.clhs-tx.org) under the Parents tab
- ❖ For hospitality items – **receipts required** - complete the work service form **and** submit receipts to the front office. Credit given:
  - purchased hospitality items – 1 hour credit per \$16.50 spent
  - homemade hospitality items – preparation time + 1 hour credit per \$16.50 spent

### Who do we contact with questions?

- ❖ Cari Raymond, Finance Specialist at [raymondc@clhs-tx.org](mailto:raymondc@clhs-tx.org) or 281-351-2547 x207
- 
- 

### Please note:

- ❖ Work service hours are non-transferable.
- ❖ Although greatly appreciated, monetary gifts/gift cards and donated items **DO NOT** qualify toward work service hours, (e.g. Gala items, golf outing prizes, monetary gifts for Project After Prom/Graduation prizes, sports equipment, etc.)  
These contributions will be acknowledged with a separate letter of donation for tax purposes.
- ❖ Mission Trips do not qualify for work service hours - they are meant to be a Christian Outreach Project.