

PARENTS ACTIVE IN COOPERATIVE EDUCATION LOCKWOOD ELEMENTARY

PARENT PARTICIPATION AGREEMENT

You have chosen to become a member of a unique, quality educational program. In order to ensure that PACE students receive an enriched curriculum, each family involved in PACE commits to the following requirements:

Section I

1. **Time Commitment:** Each family commits to a minimum of 80 hours of participation in the Program, per year. This time commitment may be fulfilled by a combination of the following:
 - A. Scheduled participation in their individual child(ren)'s classroom.
 - B. Scheduled participation in a PACE classroom that does not include their individual child(ren).
 - C. Participation in enrichment activities.
 - D. Attendance and/or providing transportation on classroom field trips.
 - E. Preparation of projects or curriculum materials at home for use in the classroom, etc.
 - F. Participation in Lockwood PTA and school activities—can count up to 40 hours.
 - G. While we wish to encourage contributing time by direct participation in the program, a family may make a donation to the program for a maximum of 20 hours to meet the total 80 hour requirement.
2. **Committees:** Each family participates in a committee if not holding a position on the PACE Board.
3. **Fundraisers:** Participation in PACE comes with a required fundraising obligation for each child. The fundraising obligation balance is determined as of December 31 and the deadline for receipt of payment is January 31. The fundraising obligation can be met by one or a combination of the following:
 - A. Participating in designated program fundraisers.
 - B. Making a donation in the amount of the remaining balance of the fundraising goal.
 - C. Making an optional arrangement by speaking individually with the President and the Treasurer. This arrangement will be considered confidential.
4. **Parent Meetings:** Attendance is required at all PACE General Membership meetings. Members are required to vote per PACE at Lockwood By-Laws. If a family is unable to attend one of the meetings, they will need to contact the President to notify of your absence.
5. **Behavior Expectations:** We, the students, teachers, and parents of the PACE community, will make choices that positively affect ourselves and those around us by:
 - A. Show respect to others including respecting personal space.
 - B. Listen when others are speaking
 - C. Use polite language and must not talk down to anyone (children, parents, teachers or Lockwood staff).
 - D. Follow the Volunteer Commitment Form.
 - E. Ensure a productive learning environment within the classroom. Follow the direction of the teacher at all times. No micromanaging of the teacher will be allowed at any time.
 - F. Parent behavior must be supportive and positive at all times.
 - G. Model the appropriate behavior even when a concern or disagreement arises.

Section II

The PACE community recognizes that each family is unique and valuable to our program. If a family is not fulfilling its commitments as listed in Section I above, at any point within the year, the following procedure is initiated:

1. The family receives written notification of their unmet requirement and is informed of options that they may choose to avoid being placed on probation.
2. The President and Vice President may choose to meet with the family to mutually agree on a written plan to fully address the problem of the unmet requirement(s).
3. If a plan is enacted the President or Vice President will monitor the family's progress.
4. If within four weeks, the family fails to actively follow through with the agreed upon plan, the family may be placed on probation.
5. If placed on probation, the family will receive written notification.
6. A family on probation has the right to meet with the President and Vice President to address the problem of the unmet requirement(s).
7. If the family fails to actively work on fulfilling their agreement within 4 weeks, the President, Vice President and the family will meet with the Principal to determine the family's future status in the program. The family receives written notification of this meeting before it occurs.
8. If a family loses their place in the program, they will receive written notification.

The above procedure has been implemented in all fairness to families who do fully participate and to the students who benefit so much from our time and energy.

DATED THIS _____ day of _____ 20 _____

Parent

Parent

Family Name _____