PTL COPY

GRACE LUTHERAN SCHOOL
PARENT TEACHER LEAGUE
MANDATORY HOURS COMMITMENT FORM

The purpose of this form is to record your mandatory hours completed each quarter of the school year.
Each Form (A, B, C, D) **MUST** be turned in at the end of each quarter on the date noted.
Form D will be submitted late May 2010 (prior to school yearend).

Enter your completed hours in the space provided – submit the form to the office. Retain a copy for your records.

Hours may be completed for ANY faculty/staff member, and may be done at home or in school.
******** HOURS NOT COMPLETED / SUBMITTED WILL BE BILLED @ $10.00 PER UNCOMPLETED HOUR ********
If you have any questions regarding your mandatory hours, please call Lori Hahn at 650.218.8240.

COMPLETION OF FORM IS REQUIRED

FORM A	Due November 6, 2009
******FORM B**	**Due January 29, 2010******
FORM C	Due April 2, 2010
FORM D	Due May 28, 2010

Family Name _____

Oldest Child's Name _____ and Grade _____

Date	**Event or Activity**	**HOURS**
Nov. 7, 2009	PTL Work Day (9-12noon)	
Nov. 17, 2009	PTL Meeting (1 Hr)	
Jan. 5, 2010	Open House	
Jan. 19, 2010	PTL Meeting (1 Hr)	
Jan. 29, 2010	PTL Social Function	
Jan. 27, 2010	Kindergarten Information Night / Open House	
TOTAL HOURS >>>>>>>>		**HRS**
	DUE JANUARY 29, 2010	**Quarterly Goal 7.5 hours** **Annual Goal 30.0 hours** **(15.0 Hours Single Parents)**