

**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 2015 (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, please contact John Kilcullen at 650-638-1648.

**COMPLETION OF FORM IS REQUIRED**

**\*\*\*\*FORM A Due October 31, 2014\*\*\*\***  
FORM B Due January 23, 2015  
FORM C Due March 27, 2015  
FORM D Due May 30, 2015

Family Name \_\_\_\_\_

Oldest Child's Name \_\_\_\_\_ and Grade \_\_\_\_\_

Date	Event or Activity	HOURS
Aug. 23, 2014	PTL Work Day (9-12noon)	
Sept. 10, 2014	Vision / Hearing / Scoliosis Testing	
Sept. 14, 2014	Back-To-School BBQ Set-up / Clean-up	
Sept. 16, 2014	PTL Meeting (1 Hr)	
Sept. 17, 2014	School Picture Day	
Sept. 29-30, 2014	Parent Teacher Conference (1 Hr Max)	
Sept. 29-30, 2014	Scholastic Book Fair	
Oct. 17, 2014	Harvest Festival	
<b>TOTAL HOURS &gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;</b>		<b>HRS</b>
<b>DUE OCTOBER 31, 2014</b>		<b>Quarterly Goal 7.5 hours Annual Goal 30.0 hours (15.0 Hours Single Parents)</b>