

**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 early May 2014 (prior to school year end).

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 Lori Hahn at 650.218.8240 or John Kilcullen at 650-638-1648.

**COMPLETION OF FORM IS REQUIRED**

FORM A            Due November 1, 2013  
FORM B            Due January 24, 2014  
**\*\*\*\*FORM C        Due March 28, 2014\*\*\*\***  
FORM D            Due May 30, 2014

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

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

Date	Event or Activity	HOURS
Jan. 27, 2014	PTL Student Breakfast	
Jan. 31, 2014	PTL Talent Night	
Feb. 4, 2014	Open House	
Feb. 9, 2014	Family Open House	
Feb. 14, 2014	Jump-A-Thon	
March 3-4, 2014	Parent Teacher Conference (1 Hr Max)	
March 7, 2014	K – 4 Musical	
March 18, 2014	PTL General Meeting (1 Hr)	
<b>TOTAL HOURS &gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;</b>		<b>HRS</b>
<b>DUE MARCH 28, 2014</b>		<b>Quarterly Goal 7.5 hours Annual Goal 30.0 hours (15.0 Hours Single Parents)</b>