



## Parent Involvement Program (PIP) 2008-2009

### Upper Elementary (9-14)

In order to continue to provide the excellence that you appreciate at Montessori Academy, we are constantly upgrading our facilities, adding new materials, and finding new ways to support our teachers. PIP works alongside fundraisers to help supplement the large gap that exists between tuition charged and the actual cost of educating each student. PIP provides direct tangible benefits to your child's classroom, to the school and most importantly helps parents find ways to be involved in their child's education.

#### **Here's how the program works:**

Each family of an enrolled child has agreed in their enrollment contract to provide a total of 20 hours service or \$200 in cash (or materials) to Montessori Academy during the current school year. Each classroom has a parent serving as PIP coordinator and a teacher who works with that PIP coordinator. They work together to help parents choose and fulfill a PIP job. Attached are sheets detailing the services needed in your child's classroom (the PIP Job Description and PIP Commitment Sign-up Sheet).

**Please complete the attached PIP Sign up sheet to your child's classroom promptly for your best chance of being assigned the job of your choice.** This is a first come, first serve sign-up. Please indicate your 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> PIP job choices (or choose cash). If you have other talents not listed, please indicate this on the sign up form (check "Other"). *If you have children in two or more rooms, please choose cash or a PIP job marked "Community" (as noted on the sign up form), so that all of your child's classrooms benefit equally from your contribution. If you donate cash, the office divides it evenly between each of your child's classrooms.*

You will receive a notice confirming your PIP commitment. Some jobs do not require a full 20 hours to complete. In such cases, the difference should be made up in cash. For example, having contributed 14 hours of PIP service one would owe \$60 (14 hrs @ \$10/hr = \$140; \$200 - \$140 = \$60). Each hour served equals a \$10 PIP credit. *If you are unable to complete your commitment in service hours you will need to complete your PIP commitment with cash for the equivalent hours not completed.*

**The amount of PIP commitment is determined by enrollment date.** Families arriving between August and December have a PIP commitment of 20 hrs (or \$200). **Families arriving between January and May** will pay the pro-rated amount of \$100 upon entrance to the school since by that time, all the jobs have been assigned for the year. In the fall, all families will have an equal opportunity to choose a job, if desired.

**PIP coordinators** are dedicated parents who have agreed to help parents find PIP jobs, and help parents keep track of their PIP hours. Please respond to them graciously and quickly when they call or email. These dedicated parents receive PIP credit in exchange for this service. You will be receiving a letter from your PIP Coordinator, introducing herself, and letting you know how to contact her. If you have any questions, please do not hesitate to send a note to PIP Coordinator or your child's teacher.

#### **IMPORTANT**

**Cash donations should be made in August (or \$50/month from September - December).** Unless you give a cash donation, PIP work slips must be turned in as you do work for you to receive credit for service hours. Work slips are available in the white mailboxes or in the main office. Place completed PIP work slips in the white mail box outside your child's classroom. Send checks to the office. An account of your gift will be emailed to your PIP Coordinator. If you have been asked to purchase items for the classroom, please attach receipts to the completed work slip.

*Have fun, and enjoy being part of your child's education!  
Thanks for helping to make our school even better!*

*Keep in mind... The greater the commitment, the greater the joy!*