



## The *Family Share* Program at Discovery Developmental Center

Dear Discovery Families,

Parent support and participation is a critical facet of Discovery's program. We recognize that parents are a child's first, and most important teacher, and a vital component to a successful early childhood experience. Parent participation comes in many shapes and forms, from helping with field trips to handling facility maintenance issues. Discovery Developmental Center's *Family Share* Program formalizes this relationship by intentionally providing all of our families with opportunities to participate in the life of the center and the care and education of their children.

Benefits from this involvement are many, both for the center's budget, and the children's self-esteem. Relationships between staff and families also become stronger as all work together to create the best possible place for children to play and learn. In addition, Discovery is a private non-profit organization. On average, tuition that families pay covers about 85% of operating costs. Donations, fundraising and special project grants cover the rest. Rising operating and staffing costs increase the percentage of our budget to be covered by outside sources. To keep our tuition affordable for most families in our community, we ask each family to fulfill fifteen hours (15) of volunteer service a year to help bridge this funding gap.

There are a wide variety of projects and opportunities throughout the year that can fit most schedules, skills, and interests. Specifics are included in the packet and we are also interested in any other ideas you may have for volunteering. These hours may be filled by you or any other family member. (Note that we consider September to August as our *Family Share* year.) We also offer the option of paying \$20 per hour to fulfill your *Family Share* obligation. You may pay the \$300.00 up front if you wish, or we will bill you at year's end for the number of hours remaining. Families who attend Discovery year-round have the option of fulfilling their hours during the summer months as well.

We look forward to getting to know you and your family, and working together in a spirit of cooperation to the benefit of each member of our center's community.

Sincerely,

Collette Box, Director

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## **The Family Share Program Hours Commitment**

Discovery offers a variety of opportunities for families to fulfill their yearly requirement of 15 volunteer hours. **All hours are self-recorded in the *Family Share Program Hours* binder** located in the Family Resources area by the front door. Statements are sent out two times during the year showing the total recorded hours or dollars donated year to date. Invoices for unfulfilled *Family Share* hours will be included with May tuition statements and/or with August statements as well, depending on family schedules. **Tuition deposits will be used for unfilled hours before crediting to your last month's bill.**

**Your completed *Family Share Preferences* form** provides staff with information on your availability and interest areas, and they can then contact you directly when an opportunity arises during the school year. Volunteer opportunities are communicated in many ways:

- **Posted flyers and sign-up sheets for Work days and other special projects**
- **Center-wide, Classroom & Family Share Newsletters**
- **Emails requests for specific jobs**
- **Bulletin boards**

**Discovery staff member Barbara Otey coordinates the *Family Share* program.**

Her role is to help connect family interests, skills, and time with organizational needs and help to ensure that families wanting to participate have the opportunity to do so.

She can be reached at [botey@ddckids.org](mailto:botey@ddckids.org) or 756-7295.

**\*\*\*Please complete the attached yellow form, sign and return it\*\*\***

*This is the best way to get connected with areas of your interest and abilities!*

### **Some Ways to Participate with Discovery Developmental Center:**

- **Programming Support:** field trip chaperone, classroom prep, sharing skills/talents at Discovery or in your workplace, assistance with dressing for outside in winter
- **Facilities and Maintenance:** indoor/outdoor maintenance during work days and/or other times throughout the year, including snow shoveling, painting, replacing light bulbs and ballasts, changing air filters / vent cleaning, technology assistance, recycling, cleaning dining room and classroom chairs.
- **Special projects:** sewing projects, children's library upkeep, ongoing outdoor space development, art classes, carpentry projects, and other support tasks.
- **Fundraising:** Basket Raffle ticket sales, solicitation of raffle donations, graphic design

### **To make a payment instead of volunteering time:**

Make your \$300 check payable to Discovery Developmental Center and put it in the Tuition envelope on Parent bulletin board. We will make sure you receive a donation receipt for your personal taxes.

**Thank you for your investment & commitment to your child and to Discovery Developmental Center!**