

Brooker Community School Parent Involvement Guidelines 2026 - 2027

Parents play an essential role in Brooker Community School with their involvement in day-to-day activities. As a key element of our success, Parental Involvement Hours will be required each year beginning the 2026-2027 school year for enrollment qualification.

Earning PI Hours

As part of the enrollment requirement, parent involvement is necessary for your child to attend BCS. While involvement may take many forms, our charter and the School Board have determined a minimal acceptable level of participation for each family as well as specific areas where involvement has the largest impact on student success.

How Hours Are Determined

Qualifying parent(s)/guardians(s), who are classified as father/mother/stepfather/stepmother and/or spouse, legal guardian, (or designated adult if single parent) must complete 20 hours per school year. The Principal has discretion to approve special circumstances including other family members such as grandparents.

Maximum number of hours required for any family with more than one child enrolled at BCS will not exceed 30 hours per year.

If you have children enrolled in Pre-K, the total hours required is 10 hours.

Your total hours required includes at least 3 hours for the Fall Festival and 1 parent conference per child.

The timeframe for completing P.I. Hours begin the day after the closing of one school year and end on the last day of the next school year.

Incomplete P.I. time after the last day of school will result in possible loss of eligibility. The principal will have discretion to determine if eligibility requirements have been met.

Different Types of Hours

SERVICE HOURS - are accumulated by physically working or helping with projects, programs or events that you have been requested to help with by your child's teacher or by a staff member.

Activities that support daily activities at the school

Event	Timeframe	Contact
Helping in the front office	School year / Summer	Stephanie Nash
Classroom support (laminating, stapling, cutting out items...)	School year	Classroom teacher
Helping in the Library	School year / Summer	Stephanie Nash
Helping in the Cafeteria	Breakfast / Lunch daily	Stephanie Nash
Upkeep of the grounds and flower beds	School year / Summer	Stephanie Nash
Other projects involving the grounds / greenhouse	School year / Summer	Stephanie Nash
Completing projects at home	School year	Classroom teacher

Events Throughout the Year

Event	Timeframe	Contact
Backpack Give Away	August	
Open House	Aug.	
Red Ribbon Week	Oct.	
Yearbook	Aug-Apr.	
Book Fair	Sept	
Fall Festival	Aug. - Oct	
Santa's Breakfast	Dec	

Grand Parents Lunch	Sept.	
Thanksgiving Lunch	Nov	
Decorate for Christmas	Dec	
Winter Performance	Dec	
Valentine Dance	Feb	
Movie Night x(3)	Oct.,	
Career Day	Apr	
Book Bingo		
Field Day	Mar	
Water Day	May	
Easter Egg Hunt	April	
6th Graduation	May	
Kindergarten Graduation	May	
Chaperoning field trips	Throughout the year	

INFORMATIONAL HOURS/MEETINGS - are classified as meetings or events where information is being shared with you that pertains to or influences your child's education. Such meetings might include:

- Orientation/Open House
- Grade Level Meeting Nights
- Parent/Teacher Conferences
- Planning meetings for activities at the school (Fall Festival, Santa Breakfast)
- Field Trip Meetings

DONATIONS - You can also receive P.I. time for your family by making donations. Donations contribute to the success of our schools and are a great way to utilize P.I. time. In order to make a donation, the item(s) donated must be requested by a teacher or staff member. You may make donations to earn up to 50% of the required P.I. time per year. Donations can be made in a variety of ways:

MONETARY DONATIONS

- Materials Donations (construction paper, craft supplies)
- Prize Donations (Fall Festival, Teacher treasure boxes)
- Clinic Donations (water, sports drinks)
- Store purchased snacks, baked items or paper goods
- And so much more!

EQUIPMENT DONATIONS

Parent Involvement Time for Donations is Calculated AS:

A \$50 Donation = 1 hour of P.I. time.

HOMEMADE ITEM DONATIONS

Baking items for class parties, special events and functions is a huge help. In an effort to provide consistency to the time given for the donation of homemade items, this chart will help provide a guideline for your donation.

QTY ITEMS P.I. TIME

1 Cake 1 hour

1 Main Dish 1 hour

1 Fruit/Vegetable Tray 1.5 hours

1 Sandwich Platter 2 hours

12 Brownies/Cookies 1 hour

24 Brownies/Cookies 1.5 hours

Each additional dozen .5 hour

PLEASE NOTE:

To receive P.I. time for donations, a request for the donation must be made by a teacher or staff member

Other opportunities that arise during the year may be included as designated by the principal.

TRACKING POINTS:

At most events/activities a form with a QR code will be available to scan and input your information. It is strongly recommended that you also keep a log of hours for documentation and complete 10 hours in the first semester prior to Christmas break.

[Volunteer Form](#)

VOLUNTEER CODE OF CONDUCT

1. I will complete a new Volunteer Application each year.
2. I will sign In and Out or scan the QR code at the front office or event every visit.
3. I will wear a volunteer name badge at all times while on campus.
4. I agree never to be alone with individual students who are not under the supervision of teachers or school authorities.
5. I will maintain confidentiality of all school or classroom information.
6. I will share with teachers and/or school administration any concerns that I may have related to student welfare or safety.
7. I will not supervise a class in the absence of a certified teacher.
8. I will not discipline or directly teach students.
9. I will not establish or make decisions about instructional objectives.
10. As a role model for students, I will dress and act appropriately.
11. I agree only to do what is in the best interest of every child with whom I come into contact.
12. I will report to the school principal any signs of bullying and harassment.