

# St. Francis School

Record of Volunteer Hours  
 School Year: \_\_\_\_\_

Volunteer Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Student Name(s): \_\_\_\_\_

Please round time to the nearest 15 minutes

**Date of Service Time Spent Activity or Function Comments Coordinator Signature**

Date of Service	Time Spent	Activity or Function	Comments	Coordinator Signature
	Total Hours			

Signature: \_\_\_\_\_

Each quarter please send this form back to the school office with your child's report card. Fourth quarter please return by mid-May. School picnic and other year-end activities may be post-dated.

\*\*\*Minimum of 10 Service Hours per family required - \$10.00 due for each hour not served.