



IMPORTANT

NEW LUNCH DUTY PROCEDURE – WESTFIELD CAMPUS ONLY

We are implementing a new lunch duty program for the 2015-2016 school year. You have two options:

1. **Mandatory Volunteerism** – You must volunteer for lunch duty one time each month. You may have a proxy (i.e. a grandparent, nanny) but they must have completed Protecting God’s Children.
 - If you miss there is a \$10 fee for the first two incidents, the third missed session results in an automatic \$150 penalty that will make you exempt for the rest of the year.
 - Lunch duty begins promptly 11:25am and ends at 1:00pm.
 - If you choose this option you will get an email regarding sign up
2. Pay a \$90 opt out fee. If you pay this one time fee by 9/11 you are exempt from lunch duty for the year.

There will be two full time aides to provide coverage for lunch duty in addition to the parents who have decided to volunteer.

Please indicate your option below and send in on first day of school in an envelope directed to the office marked “Lunch Duty”. You must send form back by 9/11.

Please return bottom portion:

Family Name:

Children(s) Names & Grades:

- 1.
- 2.
- 3.
- 4.

Option #1 Volunteer

Please provide email address for electronic sign up:

Option #2 Opt-Out

Please send check payable to HTIS HSA for \$90.00. Check must be received by 9/11.