

John Knox Co-op Preschool (JKCP)

PARENT MAINTENANCE FORM

circle Class: AM3 AMPre-K PMPre-K

Child's Full Name: _____ Email: _____

Mother: _____ Cell# _____ Occupation _____

Father: _____ Cell # _____ Occupation _____

JKCP bylaws require six (6) hours maintenance help per family. These are hours spent "in addition" to hours worked at the three mandatory functions (Fall Festival, Parent Orientation, Christmas Workshop), as well as, in the classroom on scheduled workdays.

- Please check any or all of the duties that interest you.
- Number your first five preferences (1,2,3,4,5).
- All efforts will be made by the Maintenance Chairperson to assign you your selections.
- If selecting any of the Fall Festival duties for maintenance hours, please remember that *every* family is required to work a shift *during* the Fall Festival as well. Thank you for your commitment to our children's preschool.

1.	Father ()	Mother ()	Ways and Means Support Committee
2.	Father ()	Mother ()	Christmas Workshop Chair (gift/craft project)
3.	Father ()	Mother ()	Cutting for craft projects
4.	Father ()	Mother ()	General cleaning / windows
5.	Father ()	Mother ()	General electricity/ facilities repair/ painting projects/contractor experience?
6.	Father ()	Mother ()	Fall Festival Set-Up night before event (6-9pm) no children
7.	Father ()	Mother ()	Fall Festival Set-Up morning of event (10am-1pm) no children
8.	Father ()	Mother ()	Fall Festival Clean-Up (8-9:30pm) no children
9.	Father ()	Mother ()	Parent Orientation Set-up Team (morning of event in August- no children)
10.	Father ()	Mother ()	Lawn & Play-yard maintenance (weed, feed, seed, & mow)
11.	Father ()	Mother ()	Clean and mend dolls/dress-up clothes- store over the summer
12.	Father ()	Mother ()	Maintain gravel area during the year
13.	Father ()	Mother ()	Making play dough
14.	Father ()	Mother ()	Pack Up (June) no children
15.	Father ()	Mother ()	Unpack and prepare room for opening of school in August-no children
16.	Father ()	Mother ()	Annual Tree trimming (2 trees in the play yard- one weekend in November)
17.	Father ()	Mother ()	Laundry- Aprons and towels
18.	Father ()	Mother ()	See's Candy Order Coordinator
19.	Father ()	Mother ()	Help with Annual Bookfaire
20.	Father ()	Mother ()	Coordinate scholastic monthly book orders
21.	Father ()	Mother ()	Truck hitch to pick up light tower for fall festival

Parent can make copies at work for JKCP? _____

Discounts you may have _____ Music or other Talents _____

Supplies you can donate (sales samples, etc.) _____

Equipment available to use (pick-ups, etc.) _____

If a parent fails to fulfill their 6 hours of maintenance, **a fine of \$50.00 per person** will be incurred (max \$100 per family)

I have read the above and agree to help with the Maintenance of the school.

Signature

Date