How Can I Help?

**School Assistance**

**Pre-School through High School**
- Meet with your children’s teacher or administrator in either a public or private school
- Attend a school function in which your children are participating
- Perform volunteer work approved by any teacher or administrator to assist a public school

**Volunteer Service**
- Provide voluntary service as part of an organized project sponsored by a community, national, or service organization
- Examples: donate blood, deliver meals to the elderly, attend non-profit board and committee meetings, volunteer for Scouts, Big Brother/Big Sister or other non-profit organization
- Serve on Volunteer fire departments and rescue squads

How Much Time Do I Have?
- 16 hours per year for full-time classified staff and admin/professional faculty (pro-rated for part-time)
- An additional 8 hours per year if you serve with a volunteer fire department, rescue squad or auxiliary unit
- Can use it in one hour increments or more

Mason can help you make a difference in your community. Plan to use your School Assistance and Volunteer Service Leave. Every year. Questions? Call HR & Payroll at 3.2600.

Be sure to get supervisor approval!