

JCS T.R.I.P.

August 28, 2008

Enclosed you will find your Tuition Earnings Statement for tuition credits earned from May 1, 2008 through August 27, 2008. If there is an error on your statement, or if you need to change where your credits are being applied, please call Julie Seerveld (530-5955) **as soon as possible**. If you need to change where your Meijer Rewards credits are being applied (i.e. Unity vs. JCS), you must call Meijer Community Rewards at 1-800-963-7011. (We cannot do it for you).

BIG NEWS! BIG NEWS! TRIP is changing! Effective October 1, 2008 TRIP at JCS will switch to Instant TRIP. This means during regular TRIP hours JCS will have many certificates available at school for you to purchase. You will no longer have to pay for your order a week before you receive them! Make sure to tell all your family members and friends about this change and encourage them to try this new system!

Included with this letter you will find a new order form. It looks very similar to previous order forms, but the merchants have been rearranged to group together those of similar type. All certificates listed on this form are the ones we will have available to purchase during TRIP hours.

The process will be very simple. Come to school during TRIP hours (Wednesday evenings from 6:30pm-8:30pm or Thursday mornings from 8:00am-9:00am) and fill out the order form for the certificates you would like to purchase. Two volunteers will then fill your order, one volunteer will check to make sure it is correct, and one volunteer will collect your payment. You leave with the certificates in your hands. On Thursday mornings the tuition credit for your order will be posted to your account. If you need certificates from a particular merchant that is not on our order form, let us know during TRIP hours and we will attempt to have those certificates available for you to purchase the following week. Also, if you know of any large orders a week ahead, let us know so that we can have them available the following week.

Please note that there will only be a certain number of certificates available for each merchant each week. It is possible that we could run out of some certificates on any given week. We will keep track of how popular the different merchants are and order accordingly, but we cannot guarantee you will always be able to purchase all the certificates you need. Plan ahead and come at the beginning of the TRIP hours rather than at the end. This way of running TRIP will be new to all of us. We ask for your patience and support as we work through any problems that may arise and we welcome your feedback.

Changing the TRIP process also changes some of the volunteer jobs and the number of volunteers needed to run TRIP each week. We will now need 10 volunteers as compared to the 14 needed previously. This is an exciting change for TRIP, but it will only run smoothly if every one of these volunteer positions is filled! Filling each of these positions every week is a monumental task and for that reason we piloted a new process this summer for filling the volunteer

positions. We no longer called every volunteer, but rather assigned dates to each person based on the particular job they preferred to do. We will continue with this policy for this school year with just a few changes.

Beginning in October, everyone who has been active in TRIP during the past 12 months, except grandparents and those who donate their TRIP to another family, will be required to volunteer for TRIP at least once or twice during the next 12 months. (This includes all Jenison Christian, Unity Christian, Hudsonville Christian, and future family TRIP participants.) The volunteer jobs we need filled every week are as follows:

*Wednesday mornings from 10:00-11:30am: 2 volunteers needed to pick up certificates from local merchants.

*Wednesday afternoons from 1:00-2:00pm: 2 volunteers needed to count certificates.

*Wednesday evenings from 6:30-8:30pm: 4 volunteers needed to fill Instant TRIP orders.

*Thursday mornings from 8:00-9:00am: 2 volunteers needed to fill Instant TRIP orders.

If you would like to choose the date you volunteer rather than having us assign it to you, you will need to stop in the Community Room across from the school office and sign up for your volunteer dates by **September 19**. The sign-up sheets are located in black 3-ring binders on the counter in that room. If you don't mind us assigning which date you volunteer, then fill out the form below and put it in the TRIP box (in the hall right by the TRIP room) by **September 19**.

TRIP will be closed the following dates during the fall semester (please mark your calendars!): October 22 & 23, November 26 & 27, December 24, 25, 31, & January 1.

Name: _____ Phone #: _____

Please check all of the following that apply:

_____ I would like to volunteer on a Wednesday morning from 10:00-11:30 am.

_____ I would like to volunteer on a Wednesday afternoon from 1:00-2:00 pm.

_____ I would like to volunteer on a Wednesday evening from 6:30-8:30 pm.

_____ I would like to volunteer on a Thursday morning from 8:00-9:00 am.

_____ I am not able to volunteer for the following reasons: _____

_____ My child/ren's grandparent/s would be interested in volunteering for the

following TRIP position: _____.