



Room Parents Needed

A change we're introducing for the 2008-09 school year is the way we employ our invaluable Room Parents. With your feedback and ideas, we have reorganized the duties and created the following positions:

PTA Liaison Parent

Role: To be a point of contact between the PTA and classroom parents and to lead parent involvement in Staff Appreciation Week and at the Spring Fair. The PTA Liaison Parent is also responsible for recruiting parent volunteers to supervise the children when they lunch in the classroom on the few days of the year when the All Purpose Room is not available, for example during the Science Fair.

Teacher/Classroom Liaison Parent

Role: To liaise with the teacher and coordinate the monthly roster of parent volunteers in the classroom. Depending on the teacher, this parent may also be responsible for securing volunteers for class events such as concerts and field trips. In Kindergarten, this parent is also responsible for coordinating the Kindergarten playground roster. Parents from the classes of Ms Merritt, Ms Backenstoe and Ms Choe rotate responsibility for supervising the playground during recess, each month.

Treasurer

Role: To collect and administer class funds for parties and teacher gifts. \$20 is collected for each child at Back to School Night. The Treasurer is also responsible for purchasing an end of year gift for the teacher with any remaining funds - usually this is a gift certificate.

Halloween Party Coordinator*

Role: Take the lead in coordinating the party activities and the parents who signed up to help with this party. This includes coordinating classroom decorations, snacks and party favors.

Valentine's Day Party Coordinator*

Role: Take the lead in coordinating the party activities and the parents who signed up to help with this party. This includes coordinating classroom decorations, snacks and party favors.

End of Year Party Coordinator*

Role: Take the lead in coordinating the party activities and the parents who signed up to help with this party. This includes coordinating classroom decorations, snacks and party favors.

(* Note: Each family will be asked to sign up at **Back-to School Night** to help with (at least) one of the three parties. This doesn't mean the parent necessarily has to attend the party, but he/she will be asked to contribute by ordering party favors or purchasing snacks etc. These parties are run solely by the parents and will not take place unless organized by the parents in the classroom.)

To submit your name for one (or more) of these positions or if you have questions, please contact the Room Parent Coordinator for your child's (or children's) grade. For Grades K – 2 contact Brenda Conroy brenda.conroy@gol.com and for Grades 3-5 contact Dorene Rosenthal dorene@verizon.net. You may email the information, or if you prefer, drop this form off at school (or send it in with your child) in the PTA Forms box in the lobby. Thanks for your help!!!

YES. SIGN ME UP!

Child's Name: _____ Grade: _____ Teacher: _____

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Preferred Position(s) (You may sign up for more than one position):

PTA Liaison Parent _____

Teacher/Classroom Liaison Parent _____

Treasurer _____

Halloween Party Coordinator _____

Valentine's Day Party Coordinator _____

End of Year Party Coordinator _____