

## Room Parent 2022/2023 Sign Up Form

**Responsibilities:** Room Parents are responsible for hosting class parties, attending class trips, and providing adequate communication with parents and teachers when planning/organizing class parties or class gifts throughout the year. There are two Room Parents for each class. Room Parents are required to either CHAIR one (1) or VOLUNTEER for two (2) PTA sponsored events. Once requirements are fulfilled, Ms. Ledyard will get notification and she will sign off on the Room Parent to attend the class trip. Class trips are scheduled for the end of year, so there will be many opportunities to fulfill this requirement. Please keep in mind that all activities are tentative this year and beyond the control of the PTA.

### **REQUIREMENTS**

- Paid PTA Member
- Attend at least TWO (2) PTA meetings throughout year
- Room Parent for 1 child (includes children that may be in Mansion Avenue School/Audubon Preschool)
- Cannot be a Room parent for same child in consecutive school years (unless not enough volunteers)
- **CHAIR ONE** (1) PTA sponsored event OR **VOLUNTEER** for TWO (2) events.

You will be given a Room Parent Handbook that will cover all of the guidelines. If you are interested, please fill out the information below and return to school by September 20th; ATTENTION MELISSA NUNEZ.. Room Parents will be chosen by September 25th. There will be a meeting on September 30th @ 7PM via ZOOM for all selected Room Parents. If you have any questions, please don't hesitate to contact us at [HASPTA@gmail.com](mailto:HASPTA@gmail.com)

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**YES! I am interested in being a Room Parent for the 2022-2023 school year!**

Child's Name: \_\_\_\_\_ Parent's Name: \_\_\_\_\_

Grade and Teacher's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

I was a room parent last year, but am interested if you need volunteers

I am also applying to be a room parent at Mansion Avenue School or Audubon Preschool

- If selected by both schools- what is your overall preference?

HAVILAND      MANSION      AUDUBON PRESCHOOL

**Please select interests: PLEASE KEEP IN MIND THAT ALL EVENTS THIS YEAR (2022-2023) ARE TENTATIVE AND DEPEND ON FACTORS BEYOND THE PTA'S CONTROL**

#### **Chairs needed:**

\_\_\_\_ School Supply Box (June); \_\_\_\_ Haviland Haunted House (Oct); \_\_\_\_ Run-A-Thon (Oct); \_\_\_\_ Teacher Appreciation Week (May); \_\_\_\_ Children's Night (May); \_\_\_\_ Holiday Shop (Dec); \_\_\_\_ Teacher Luncheon (June); \_\_\_\_ Book Fair (Oct and Spring); \_\_\_\_ Visiting Author; \_\_\_\_ Blacktop Bash (Spring)

#### **Volunteers needed:**

\_\_\_\_ Pretzel Sales (Monthly); \_\_\_\_ Book Fair (Oct and Spring); \_\_\_\_ Picture Day (Oct); \_\_\_\_ Holiday Shop (Dec)\_\_\_\_; \_\_\_\_ Run-A-Thon (Oct); \_\_\_\_ Childrens Night (May); \_\_\_\_ Blacktop Bash(Spring); \_\_\_\_ Art Committee; \_\_\_\_ Wreath Sale (Dec); \_\_\_\_ Pie Sale (Nov); \_\_\_\_ Teacher Appreciation Week (May); \_\_\_\_ 5K run/walk

**Please return by September 20th to Melissa Nunez or Email form to HASPTA@gmailcom**