

ROOM PARENT SIGN UP 2008-09

It is time to sign up to become a head room parent or room parent for the upcoming school year. It is our continued hope that the role of room parents at Harrington School is to make all the children and their families feel welcome and involved in school activities.

The Head Room Parent is the parent coordinator for the room parents and classroom. The responsibilities include:

- 1) Maintaining open communication with the teacher, including scheduling a meeting with the classroom teacher at the beginning of the school year to find out how parents can assist in the classroom.
- 2) Dividing the classroom families into groups with one room parent contact for each group.
- 3) Coordinating, delegating and updating room parents as needed throughout the year.
- 4) Communicating with other head room parents within the grade to maintain consistency throughout the grade.

Once the classroom is divided into groups, the room parents welcome families by calling and introducing themselves, confirming contact information including e-mail addresses and how the parents would like to be involved in the classroom. They will share responsibilities for classroom celebrations, collections and other tasks to be determined by the teacher.

If you have any questions, please contact Lisa Smith at 781-861-7004 or lisasmith1@rcn.com or Ellyn Michelson at 781-861-6716 or ellyn@michelsonshoes.com.

Please sign up by completing the information below and returning it to the Room Parent slot located at PTA Central.

If you are interested in becoming a Head Room Parent or Room Parent, you will need to complete a CORI form with the Principal, Ms. Mead or with Ms. Minasian in the main office.

Name of parent: _____

Phone: _____ e-mail: _____

Name of child # 1: _____

Classroom Teacher: _____

Check one: Head Room Parent _____ Room Parent _____

Name of child # 2: _____

Classroom teacher: _____

Check one: Head Room Parent _____ Room Parent _____

Name of child # 3: _____

Classroom teacher: _____

Check one: Head Room Parent _____ Room Parent _____