

**Room Parents Needed!**

Dear IMS Families,

Please consider becoming a Room Parent for your child’s classroom. This is a wonderful opportunity to contribute to your child’s classroom and our IMS community. More information on the purpose & responsibilities of Room Parents is below. If you are interested, please contact your child’s teacher or the PTO at imspto@yahoo.com or fill out the bottom and return in your child’s backpack. Thank you for your consideration!

**PURPOSE**

**1. Foster school-home connection**

**2. Work with the classroom teacher(s) to sign up classroom volunteers**

**3. Be a liason between your classroom and PTO**

**DUTIES**

1. Meet with your teacher to determine what the classroom needs will be for the year and the division of responsibility if multiple room parents/GLR exist
2. Develop Classroom Roster for classroom activities and community building
* Obtain list of parent/guardian emails from the classroom teacher.
* This list is to be used to contact student’s families and not for distribution as a directory.
1. Collect photos for the yearbook throughout the school year
* Request photos from your student’s teacher every few months and after every major event
* Use Schoology to collect photos for the yearbook
1. Solicit volunteers for classroom, PTO & IMS events/activities
2. Assist with Box Tops fundraisers by sorting and counting box tops.
3. Communicate PTO/IMS news to IMS families
4. Optional: Coordinate gifts for your teacher for special occasions
	* OK to collect $1-$10/child for gift giving occasion
	* Make clear in communication that participation in class gift is optional

Things to consider:

* + - * Before serving food/drink at school, consider district’s health & wellness policy –CREC is a nut-sensitive district
			* Any money collected/spent for parties or teacher gifts must be well documented
			* Resources: IMS website, PTO Board Members, Takeia Pitts (Parent Engagement Specialist)

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

Child’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_