

Oak Hill Elementary
ROOM PARENT RESPONSIBILITIES
Liaison between the classroom and parents

Volunteer Coordinator for the classroom:

- Teacher may ask Room Parents for assistance in finding parent volunteers for various classroom tasks and activities. Volunteer tasks may include...
 - Stuffing Wednesday Folders
 - Updating bulletin boards
 - Assisting in various classroom programs and events

Volunteer Coordinator for school and PTA events:

- May be asked to request donations from parents (i.e. baked goods, etc.)
- May be asked to recruit parents to volunteer for a school/PTA program or event
- Other needs that arise

Classroom Party Organizer:

- May be asked to plan (with the teacher's approval) classroom parties.
- Asking parents for donations (i.e. paper goods, food, drinks, etc.)
- Coordinating party volunteers and other details

Plan and coordinate appreciation gifts for teacher/aide—*optional task*:

- Asking parents for donations
- Collecting the donations and purchasing the appropriate gift

For more information, send email to: roomparents@oakhillpta.org