

Burrell School Room Parent Volunteer Form

Each year the PTO looks for volunteers from each classroom to serve as Room Parents. In order to remain neutral and unbiased, names are picked by lottery. If a classroom has more parents volunteering than the requisite number needed, there will be a first round to give volunteers who were not Burrell Room Parents for their children during the 2022-2023 school-year an opportunity to be a Room Parent this school year. Again, this is an impartial process.

Please be aware, you must have an up-to-date CORI form on file in the office in order to volunteer.

Being a Room Parent is a great way to be involved in your child's classroom. Responsibilities tend to vary in each grade. Some teachers, usually in the younger grades, ask for more support, while others require less. Duties include the following:

- Collecting funds and coordinating your classroom's themed basket for the BIT Auction
- Organizing as requested by the classroom teacher
- Collecting funds for group teacher gifts, if desired
- Participate in 3 cut-ups sessions per year
- Monitoring classroom lunch/recess during Staff Appreciation Luncheon
- Other tasks as needed for PTO events or at the request of classroom teachers

These duties will require your time both at home and at school throughout the year. Room Parents need to be accessible by phone and/or by email. The Room Parent Coordinator, **Meghan Oliveira**, will inform Room Parents about PTO events that require their help. Meghan is also available to answer questions about other Room Parent responsibilities during the year.

If you are interested in being a Room Parent for your child's classroom, please complete the form below and return it to your child's teacher by **Monday, September 11th**. The lottery will be held during the PTO Meeting on Wednesday, September 13th. An email blast will be sent out the following Sunday listing the Room Parents for each classroom.

Please contact Meghan Oliveira with any questions at meghanmoliveira@gmail.com

*** Please note that Room Parents are not given preferential treatment when field trip chaperones are chosen.*

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Room Parent Volunteer Form

Teacher's Name _____ Room # _____

Child's Name _____

Parent/Guardian Volunteer's Name _____

Phone # _____ Email _____

Were you a Burrell Room Parent during the 2022-2023 school-year?

- Yes
- No