



Dear Parents,

Welcome! Each Year, classroom teachers are assigned a Room Parent to assist in different activities and to communicate information to the parents when the teacher is not able too. The activities for the school year include: Decorating the door & inside the classroom, Halloween Goodie Bags, Thanksgiving Can Food Drive, Holiday Toy Drive, Valentine’s Day Goodies, Holiday class celebrations, Teacher Appreciation Week and the End-Of-Year celebrations.

In order to involve all parents in the activities, the Room Parent will need your contact information; This allows all parents to be involved, even when they can’t be. Your participation will be greatly appreciated by not only the teacher but the children!

If you are interested in working with the Room Parent for your child’s class, please complete, sign and return the form below to your child’s teacher AS SOON AS POSSIBLE.

Thank you in advance for your cooperation! We are looking forward to a great school year with you and your child!

Sincerely,

Your Room Parent & the PTSA!

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Grade: \_\_\_\_\_ Room #: \_\_\_\_\_

Teacher: \_\_\_\_\_

Child’s Name: \_\_\_\_\_

\_\_\_\_\_ I DO authorize John I. Smith K-8 Center to give my Information to the registered Room Parent

\_\_\_\_\_ I DO NOT authorize John I. Smith K-8 Center to give my Information to the registered Room Parent

Parent’s Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_