



## Bedford Elementary Schools Together/BEST PTO 2016-2017

### Davis & Lane Room Parent Volunteer Sign-Up

BEST/PTO is looking for two room parents per classroom this school year. This position is a great way to get directly involved in your child's classroom.

Room parent responsibilities vary depending on the teacher. Your responsibilities might include:

- Sending emails to parents on behalf of the teacher
- Organizing parties for occasions such as Halloween, Valentine's Day, etc.
- Coordinating classroom volunteers
- Communicating information to parents and coordinating activities on behalf of BEST at various times throughout the year, such as Teacher Appreciation Week

**Being a room parent does not mean that you will do all the work! Your job is to coordinate the efforts of ALL parents.**

The Room Parent Coordinators will place volunteers in each classroom based on the following:

- If there are more than two volunteers, a lottery will be conducted by the Room Parent Coordinators.
- If there are more than two volunteers and one of the volunteers was the room parent for the same child last year, that volunteer will be excluded from consideration this year.
- If there are more than two volunteers and one of the volunteers has also volunteered to be a room parent for another child, that volunteer will be placed in the other classroom.

If you are volunteering for more than one classroom, please indicate whether you are willing to be room parent for both and if not, your preference should you be picked twice. **Please submit a separate form for each classroom.**

**Also, please make sure you have an updated CORI on file at the Davis/Lane offices.** New regulations require all volunteers to submit a CORI form every school year.

Name: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Grade: \_\_\_\_\_

Child's Teacher: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_

**Please return this form via KidMail by Tuesday, September 20, 2016.**

For more information, contact your school coordinator listed below.

**Thank you from the Room Parent Coordinators:**

Davis: Karen Sobol  
[krsobol@gmail.com](mailto:krsobol@gmail.com)

Lane: Jessica Fair  
[jessica.fair2@gmail.com](mailto:jessica.fair2@gmail.com)