



# PSO Committee Description

**Committee Name:** ROOM PARENTS

**Description:** The Room Parent Coordinator recruits volunteers for each classroom and communicates responsibilities and needs from the school administration.

**Volunteer Requirements/Duties** Two people lead this committee. Co-chairs recruit room parent volunteers, oversee the lottery for oversubscribed classrooms, communicate with room parents as requested by the school administration, and plan the student lunch in Advent.

**Number of Chairs** 1  
**Co-Chairs (work-up)** 1  
**Length of Term** 2 Years  
**Staggered Term** Yes

**Date of Event(s)** On Going

**Location of Event(s)** Classroom

**Additional Volunteer Opportunities:** Room Parent volunteers host a get-together (traditionally a coffee) in September. For K-2 this is held in person at which classroom parents have the opportunity to meet one another and sign up to assist with class parties, field trips, or special projects requested by the teachers. Grades 3-8 have an "e-coffee" and sign-up using Sign-up Genius. Room Parent volunteers are also responsible for planning a parent party for each grade.