



ROOM PARENT DESCRIPTION

Thank you for considering serving as an SML Room Parent! This central role serves as a liaison between class parents, teachers, and the Room Parent Coordinators. The mission is to support the teachers and staff while building community – all of which strengthen SML.

Room Parent Responsibilities:

- create online sign-ups to solicit class parent volunteers and/or money/supply contributions for teacher appreciation events, teacher/class assistant¹ birthdays, class parties, Fall Festival, and chaperones for field trips
- collect money from parents and organize teacher/class assistant and adopted teacher gifts at holidays and birthdays
- recruit parents to organize semester or quarterly parent/student get-togethers outside of school
- send out emails and reminders generating interest in school-wide events such as Neon Night, Fall Festival, Book Fair, and the Gala
- check in with teachers periodically to see if there are any unfulfilled needs

One or two Room Parents are needed per class, depending on grade and class size.

Make an impact on our school. Have fun and be creative! You will have access to resources including shared access to a Google drive, a monthly Room Parent newsletter, and networking with an engaged group of fellow Room Parents with whom to collaborate and coordinate.

If interested, please email roomparent@stmarkhouston.org. Please include the class grade and teacher of your child.

¹ If applicable, not all grades have classroom assistants.