

CHERRY HILL ELEMENTARY SCHOOL

PARENT TEACHER ORGANIZATION

 **Class Parent Responsibilities and Privileges 2017/18**

* Meet with respective teacher at start of school year (include all class parents if possible) to determine what each teacher’s goals/objectives and practices are with regard to the class parent roles and responsibilities (i.e., class holiday parties/events and class parent attendance etc.)
* Designate one class parent to be the “class photographer” to take candid pictures during class events which would be placed in the yearbook
* Attend class parties and **plan to be on site when they occur** (this is not always necessary in upper grades).
* When purchasing food for the class parties only provide items from the “approved food list” provided by the school. The food list can be found in the directory and also on the school website. They must be purchased from the specified vendors.
* Be responsible for collection of party money ($18.00/family for the entire year). Play active role and be present at Field Day.
* Communicate information about the Tricky Tray to your class. Correspond and collect from the class to collaborate a class basket for the Tricky Tray to represent the class/grade’s theme. (2017 is not a CHS Tricky Tray year)
* Actively participate in helping out in the school Tricky Tray as well as at least one of the PTO fundraisers during the year (Scholastic Bookfair, etc.)
* Encourage participation in school activities by parents other than the designated class parents (i.e., each class parent can choose to ask other parents in each respective class to help out with parties and other PTO fundraiser initiatives; the work just needs to get done)
* Attend the PTO monthly meetings or send at least one other parent from your class. Share information from the meeting with your classmates.
* Email accessibility to ensure good communication (i.e., make effort to check several times per week)
* Activate phone chain and keep apprised of new students in class to ensure no communication issues with regard to school closings, etc.
* Please be advised that it would be appreciated if younger siblings were not in attendance during any classroom functions or parties. It has been noted to cause distractions in the classroom. Thank you in advance for your consideration.