

# St. Luke Room Parent Application Form

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## Personal Data

Applicant: \_\_\_\_\_  
Address \_\_\_\_\_  
City/State \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Work Phone: \_\_\_\_\_ T-Shirt Size: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## Children attending St. Luke

<b>Name(s)</b>	<b>Grade(s)</b>
_____	_____
_____	_____
_____	_____
_____	_____

## Employment (if applicable) & Previous Room Parent Experience

Name of Employer: \_\_\_\_\_

Job Description: \_\_\_\_\_

Have you ever been a Room Parent at St. Luke Catholic School? Yes \_\_\_\_\_ No \_\_\_\_\_

If so, when? Which grade? \_\_\_\_\_

Grade requesting to be Room Parent: \_\_\_\_\_ **A or B**

What gifts/talents do you feel you will bring as a Room Parent?:

\_\_\_\_\_  
\_\_\_\_\_

Why do you wish to be considered for a Room Parent?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The application deadline is second Friday of the school year, August 21, 2020

Please return application form in a sealed envelope to the school office addressed to:

**Room Parent Application Form**

If you have any questions please email PTC at [ptc@stlukecatholic.org](mailto:ptc@stlukecatholic.org)

## Are you interested in becoming a St. Luke Room Parent?

Becoming a Room Parent is an amazing and fun way to get involved in your child's school activities. You will be the liaison between PTC and the classroom and home. Below is a brief description of expectations/duties. Please understand Room Parent Volunteers are in no way given special privileges or special seating during any school or church event. This is an opportunity to share your time and talents with the school and the reward is in the experience you will have as a volunteer and in the memories you will make with your child. If you are interested, please complete the application on the reverse side. Thank you in advance for your interest, and we look forward to working with you.

### The Selection of a Room Parent

- Must be a parent/legal guardian of a child attending St. Luke during this school year.
- Submit a completed application to the school office by **2<sup>nd</sup> Friday of the school year**.
- Must have a current background check on file.
- All applications will be reviewed by the homeroom teacher, the Vice Principal and the PTC Executive Board.
- The selected Room Parent may choose to have one assistant if needed during school parties or events. Only one room parent per classroom is allowed. Room Parents are encouraged to work with their other grade level Room Parent to ensure both classrooms are on the same page.

### Objectives

- Assist the homeroom teacher (i.e., helping with planning and coordinating any PTC/Classroom event).
- Facilitate communication and interaction between the teacher and parents.
- Be the contest facilitator for your classroom. Every class wants to win; you are the cheerleader and motivator for your parent participation.

### Room Parent Expectations

- Attend **all** Room Parent meetings
- Use Remind App to write emails/text for classroom communication
- Obtain Volunteer List for each event
- Obtain donation list for events if necessary
- Attend classroom Field Trips and coordinate lunch storage
- Teacher/aides birthdays
- Individual classroom events

### PTC/Room Parent Events

- Fall Fest
- Christmas Party
- Catholic School Week
- Field Day
- End-of- Year Party
- Baskets for Denim and Diamonds
- Box Tops
- Spirit Nights
- 8<sup>th</sup> grade graduation/kinder promotion/first communion

**Application deadline is 2<sup>nd</sup> Friday of the School Year!!**