



## Parent Teacher Organization

Dear KES Parents:

Would you like to be more involved in your child's experience at KES? Consider becoming a class parent! Class parents are an invaluable resource for classroom teachers and a great way to get involved and meet other parents.

Each classroom has two class parents that work with their teacher to help organize volunteers for field trips, classroom special events and holiday parties. There is also one "lead" class parent for each grade to help coordinate grade-wide activities. On Curriculum Night in late September, class parents help coordinate sign-ups for volunteers for activities that will take place in their assigned classrooms throughout the year. During the year, class parents are involved with coordinating volunteers for various PTO events such as the annual Halloween Fair and the Holiday Sharing Drive.

The role of the class parent is an important one where the teachers and the PTO rely on the class parents to assist with various functions throughout the school year. Since class parents work on many PTO initiatives and also are a great source of information for other parents in the class about school and PTO activities, class parents are asked to attend the regularly scheduled PTO meetings.

Anyone who is interested in becoming a class parent must attend our first PTO meeting on Wednesday, September 20<sup>th</sup> at 9:30AM where class parent responsibilities will be discussed in more detail. If you are interested in becoming a class parent but cannot attend that meeting, you will be asked to reach out to one of the PTO Co-Presidents to learn about this important volunteer opportunity.

If you are interested in being a class parent for the 2017-2018 school year, please provide the information requested below to Class Parent Committee Co-Chairs Samantha Holcman (SamanthaHolcman@gmail.com) and Catharine Oestreicher (macwao@gmail.com) by September 5, 2017. Class Parent volunteers will be finalized the first week of school.

- 1) Parent's Name: \_\_\_\_\_
- 2) Child's Name: \_\_\_\_\_
- 3) Teacher: \_\_\_\_\_
- 4) Email Address: \_\_\_\_\_
- 5) Phone Number: \_\_\_\_\_
- 6) Have you been a class parent in the past for this child at KES or IMES? \_\_\_\_\_ If yes, grade: \_\_\_\_\_
- 7) Have you been a class parent in the past for any other child at KES or IMES? \_\_\_\_\_ If yes, grade: \_\_\_\_\_
- 8) Are you willing to serve as the "lead" class parent for the grade? \_\_\_\_\_

Please reach out to the Class Parent Committee Co-Chairs with any questions you may have.

Catharine Oestreicher: 914.552.7279/ macwao@gmail.com

Samantha Holcman: 310.266.7926 / samanthaholcman@gmail.com