



Dear St. Elizabeth Parents & Guardians:

We are seeking Homeroom Parents for the 2018-2019 school year. Our HR Parents are so incredibly important to the running of our school as we depend on them each year to organize our classroom volunteers and pass on important information to parents. Thank you for considering!

Description:

- Recruit volunteers for special projects, class parties & other classroom events.
- Act as a liaison between your child's teacher and parents.
- Communicate to families through email about school-related events and activities.
- Help parents navigate the class volunteer system.
- Work with your co-HR Parent to manage SignUp.com calendars and class Gmail account.

Benefits:

- Earn your volunteer hours
- Work can be done from home or the office since it is through e-mail.
- Be involved in your child's classroom and get to know the other parents. Each HR Parent receives first pick of one class party volunteer slot!
- Watch the huge smile appear on your child's face when they hear you will be *their* HR parent!

Things to look forward to:

- We will be supplying each class with its own pre-populated SignUp.com site and Gmail account. SignUp.com is an online website that allows parents to sign up for class parties & specials. No more paper signup sheets! All class communication will be sent through the class Gmail account to make sharing duties with HR Parents easy!
- Email reminders are sent out directly to those who volunteer through SignUp.com.
- Great job for working parents. Almost everything is done over email. Your job is to oversee the SignUp.com site and make sure people have signed up for the parties or specials.

If you are interested or have any questions, please contact our HR Parent Coordinators at steshrparentcoordinator@gmail.com.

Be sure to include what grade you are interested in. If you have multiple children at St. Elizabeth please list your class choice in desired order. Slots will be filled on a first come, first serve basis. We need 2 homeroom parents per classroom.

Thank you for your consideration!

