

Responsibilities of Class Parents

If you are considering volunteering to be a Class Parent, please familiarize yourself with the information below and decide whether you have the time and interest to undertake the position before volunteering. Teachers rely on their Class Parents to fulfill the obligations of the role.

There are generally two Class Parents per class. These Class Parents are normally randomly selected by the teacher from the pool of parents who expressed an interest in being a Class Parent for a particular class; however preference is given to parents who have not served as a Class Parent for that grade previously. **Only parents who are in FULL COMPLIANCE with DRVC Requirements for Volunteers are eligible to be selected as a Class Parent. NO EXCEPTIONS.**

The following are responsibilities of Class Parents that are the same for all grades:

- Organize volunteers for class parties
- Send reminders for class party assignments
- Collect \$20 class dues
- Purchase class gifts for teacher (and aide when applicable) for Christmas, Year End, Birthdays and Teacher Appreciation Day)
- Organize Field Day volunteers, set-up, and clean-up (gr K-8); buy & fill water balloons (gr 2-8)
- Communicate with parents as needed
- Perform additional duties at the request of the teacher

Please note that Class Parents are invited, but not required, to attend class parties in grades Pre-K through Third only. No parents are permitted to attend class parties for grades 4-7. Class Parents are also generally invited to chaperone class trips, usually at their own expense.

The following chart identifies ADDITIONAL grade-specific responsibilities of Class Parents.

Pre-K	Coordinate Breakfast with Santa (including food, set-up and clean-up) Organize Year-End Picnic donations
Kindergarten	Coordinate Breakfast with Santa (including food, Santa gifts, set-up and clean-up)
Second Grade	With Service Initiative Class Coordinators organize the Homebound Mass Reception (including all food and paper goods purchases, set-up, serving, and clean-up) in May
Third Grade	Coordinate the May Crowning Breakfast for second grade families (including all food and paper goods purchases, set-up, serving, and clean-up) PLEASE NOTE THAT THIS REQUIRES AVAILABILITY DURING SCHOOL HOURS ON THAT DAY
Seventh Grade	Set up, serve, and clean up at 8th Grade Awards Night reception
Eighth Grade	There are many responsibilities of these class parents due to multiple celebrations throughout the year including, but not limited to: Coordinate chairpersons for all fundraisers Coordinate all in-school special events (breakfasts, luncheons, etc.) Coordinate all trips (Broadway Play, Year-End Trip, etc.) Manage budget, fundraising, and expenditures Plan Graduation Dance, Awards Night Refreshments The 8th Grade homeroom teachers will provide additional information