



2017-2018 Homeroom Parent Team Application

Would you like to be on the Homeroom Parent (HRP) Team for the 2017-18 School Year?

Great! Please read through this document, complete the attached Application and return it to the school office.

What is the HRP Team?

The HRP Team is made up of teachers, the Home & School Association (HSA), Homeroom Class Coordinators and homeroom parent volunteers. There is no limit on the number of homeroom parents for a class, and teachers are encouraged to use all parents that volunteer. Teachers may also decide to choose up to two “Class Coordinators” for the homeroom parent team. Teachers and the HSA will then communicate with the Class Coordinators to plan events and class activities and disseminate information to the parents.

Homeroom parent volunteers can participate in many ways including sending in supplies, attending classroom events, helping with crafts or calling other parents in the class. All parents who volunteer to work with our students must complete the volunteer screening process which requires the completion of a criminal background check and fingerprinting, and attending the “Protecting God’s Children” course. Field trip chaperones will be coordinated by the teachers. All parents who have met the above volunteer screening requirements qualify to chaperone a field trip. Please notify your child’s teacher with your interest and availability to act as a chaperone.

The Homeroom Class Coordinators will be chosen by the teacher and the administration. Teachers are encouraged to choose at least one parent who has not been a Class Coordinator for that grade level previously. Teachers will send an email to all homeroom parent volunteers to let them know who the Class Coordinator will be – and to provide their contact information.

HRP Team Members and Class Coordinators responsibilities may include:

- Acting as a liaison between the teacher and the parents throughout the school year.
- Meeting with your teacher as soon as possible to discuss the teacher’s planned activities for the year, and introducing yourself to parents so those wishing to volunteer at classroom events will know whom to contact.
- At the request of the teacher, organizing classroom events and recruiting parent volunteers for field trips, special events, donations, holiday parties, etc. The goal is to involve as many parents as possible during the year for classroom events. SJCS families earn volunteer hours for donating items and/or participating in classroom events. Please read through the volunteer guidelines and make yourself familiar with them prior to organizing your first event.
- Supporting and volunteering for school-wide Fundraisers and Special Events which may include working a booth at our annual Fall Festival, decorating for events and coordinating grade specific end-of-the year activities.

If you’re interested or have questions please contact Brian Wheeler at wheeler@sanjoseschool.com

Thank you!



SAN JOSE

CATHOLIC SCHOOL

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All HRP Team Members and Class Coordinators must have a current background check and fingerprinting (within the past five years) and have taken the Protecting God’s Children course. All information must be current and on file with the school office.

Please initial here if you have read the information above and feel you are able to fulfill the responsibilities of a HRP Team Member or Class Coordinator.

I am volunteering to be a HRP Team Member

I am volunteering to be a HRP Class Coordinator

Parents Name: _____

Home Phone #: _____ Cell#: _____

Email Address: _____

Please indicate which grade(s) you would like to volunteer for the HRP Team:

Child Name: _____

Grade: _____

Child Name: _____

Grade: _____

Child Name: _____

Grade: _____

List other HRP experiences at SJCS

List your responsibilities in that role

Year: _____ Grade _____

Year: _____ Grade _____

Year: _____ Grade _____
