

K-8 PARENT LEADER



ROLE DESCRIPTION

To assist the classroom teacher and other class parents by providing an inclusive environment that promotes unity and service within the class community.

DUTIES

- Be in support and service to the classroom teacher and the other parents.
- Welcome new families to the class and be a resource for them as they discover the rhythm of MRCS.
- Encourage parents to volunteer for class needs and school-wide events.
- Be involved in school events and initiatives (i.e., fundraisers, socials, etc.)
- Be a coordinator among the parents as the teacher or Director of Community Engagement indicates as needed.
- Invite all class parents to a single stream of communication, so no parent is excluded.
- Be a conduit for joint class gifts from the parents to teachers.
- Establish a working relationship with the class teacher that includes open communication regarding parent coordination and concerns.
- Coordinate or delegate coordination of classroom baskets for auction.

NOT RESPONSIBLE FOR

The Parent Leader will NOT engage parents' concerns and/or conversations that should be directed to the classroom teacher or the school administration. When needed, please use the phrase:

Unfortunately, this sounds like an issue that is outside my mandate as a Parent Leader and should be directed to the teacher or staff member involved. Please let him/her know your concerns as soon as possible.

MEETINGS

As needed