



Maidu & Excelsior Room Parent Information

Thank you so much for volunteering to be a Room Parent. You play a very important role in making the school year memorable for our kids! In years past, a variety of responsibilities have fallen to the Room Parent. This year, in keeping with the PTC theme of “Keep it Simple, Keep it Fun” the Room Parents are only responsible for throwing great parties and keeping the teacher happy!

Responsibilities

-Plan four parties per year

Harvest Celebration

Winter Celebration

Valentine’s Day

End of School

-Teacher Appreciation Week

Suggested Dates

October 30

December 18

February 12

Last week

May 3-7

****Always discuss the dates with your teacher in advance****

Also, please be aware and inclusive of all children’s religious and ethnic orientations and plan celebrations accordingly.

Please note the names of the parties are “Harvest” and “Winter” for this reason.

How to get started:

-Meet with your teacher to discuss party parameters. Always coordinate your party plans with you teacher in advance. If you need ideas, ask her what has worked best in the past. Most of the teachers are a wealth of ideas and information! The teacher should always be available to you the day of the party to assist with discipline and organization of the kids.

***Here are some specifics to discuss with your teacher in advance.**

What time should the party be and how long?

Any student allergies?

What are the teacher's preferences for food items? –i.e. juice boxes vs. cups

How much time will you have for set-up and clean up?

Do group activities work best or are smaller groups/centers preferable

***Teacher Appreciation**

Coordinate a holiday gift and end of the year gift for your teacher. Some parents always like to do their own thing, but it's often nice for both parents and teachers if someone coordinates a group gift. Gift cards are always appreciated, especially if the Room Parent has gotten to know the teacher well enough to make the gift personal. For example, a bookstore gift card for the avid reader, or a gift card to their favorite restaurant. Send a flyer home about two-three weeks in advance, and try to give yourself enough time to purchase the gift card via our Scrip program if possible.

***Finances**

You'll want to send a note home to your parents introducing yourself as Room Parent and requesting that everyone make a donation for the parties. You can ask for a donation prior to each party, but it's much easier on you to just ask once. A suggested donation of \$20.00 per student should cover your costs for all four parties, if it doesn't, your plans might be more elaborate than they need to be. Don't plan on getting a donation from all students. If there is money left over at the end of the year, you can always apply it towards the teacher's end of the year gift. If there isn't enough, adjust plans accordingly and ask parents to donate items for the party. Ask for non-perishable items to be sent in several days prior to the party and then check to be sure they've arrived.

***Work with others.**

Two weeks prior to a party, send home a note via the Wednesday folder asking for volunteers to help with the party and for donations. A sample is included in this packet. Try to have at least three parents on hand for the party, depending on what you have planned. Have them arrive 15 minutes prior to the party to help you set-up.

***Nutritional Guidelines**

With childhood obesity on the rise, schools are being asked to incorporate healthy eating into party planning. A copy of the district's Nutritional Guidelines is enclosed in your packet.

***Consider a Party with a Purpose**

At one of your parties, instead of a craft or game, incorporate a community service into your party. The kids can still have snacks and lots of fun in addition the good feeling that comes with helping others instead of prizes or goodie bags for themselves.

Some ideas:

Have the kids donate a book, decorate wrapping paper and wrap the book as a party activity. Assemble a basket for charity. Or at the Winter Party they can do the same thing with a small toy and donate it to the district's Toy Drive.

Have the kids bring in a school supply (crayons, pens, paper). You can decorate the goodie bags or assemble a basket for a classroom in need.

Have the kids make holiday decorations that can be donated to a local senior Care Facility or the Children's ward at the hospital.

Other Resources:

For Craft ideas...

www.familyfun.com

www.everythingelementary.com

www.kaboose.com

www.onescrappysite.com (free fonts)

www.icraft.com

www.free-clip-art.com

www.enchantedlearning.com

Decorations/Crafts

www.partycheap.com

www.orientaltrading.com

If you are ordering online, consider combining your order with another Room Parent to save on shipping costs!!

Make a custom bingo card:

http://www.teach-nology.com/web_tools/materials/bingo/

Shopping Tips:

Always shop for the holiday items early!!! The good stuff goes fast.

Dollar Tree - Harding and Douglas

Wishing Well – Next to Trader Joe’s across from Dollar Tree

Big Lots – on Harding east of Douglas

Michael’s Craft Store – Across from Galleria

Wise Buys – Next to Trader Joe’s

Need any help or have a question? Don’t feel like you have to reinvent the wheel. Just give me a call and I will get you the help that you need!

Thank you and have a great year!

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