

CLASS PARENTS IMPORTANT DATES*

October 15th - Make sure class list was distributed – if not contacts Grade Leader.
Week of October 25th - Sign up to volunteer to help set up or work at School Halloween Party. **Organize a class Halloween party - check with teacher first and agree upon date and what goodies are needed.

Week of November 1st– Contact your other class parent to confirm shift you will be working at during parent teacher conferences.

November 1st – Send out holiday gift collection letter (suggested contribution is \$10 but keep in mind any amount a parent wishes to give is fine.). Please keep in mind that all contributions are voluntary. Decide who will be purchasing gift certificate and where.

By November 10th – Receive early passes from Grade Leader.

November 20th – Parent teacher conference.

Week of Nov. 22nd – Check with teacher to see if she wants you to organize a Class Thanksgiving party. Agree upon date and what goodies are needed.

Week of Dec. 20th – **Check with teacher to see if she wants you to organize an end of the year party. Agree upon date and what goodies are needed. Distribute teacher's end of year gift.

January 10th – Send out letter to students' parents to see what information needs updating on class list. Set deadline for them to send this info. back to you. Give this to grade leader so he/she can update list.

January 24th – Distribute revised list.

February 10th – **Check with teacher to see if she wants you to organize a Valentine's Day party. Agree upon date and what goodies are needed.

March 2nd – Contact your other class parent to confirm shift you will be covering during parent teacher conference.

Week of March 8th – Sign up to volunteer for Spring Dance.

March 10th – Receive early passes from Grade leader.

March 19th– Parent Teacher Conference.

April 18th – **Check with teacher to see if she wants you to organize a Spring party. Agree upon date and what goodies are needed.

Week of May 8th – Sign up to volunteer to help set up or volunteer during International Night.

June 1 – Send out letter to parents regarding year-end gift collection (suggested contribution is \$10 per child but keep in mind any amount a parent wishes to give is fine). Please keep in mind all contributions are voluntary. Decide who will be purchasing gift and where.

June 15th – **Check with teacher to see if she wants you to organize an end of school year party. Agree upon date and what goodies are needed.

*Dates for class plays vary from class to class. Once your child's teacher notifies you as to the date of the play, send out collection letter to parents asking them for \$2 each to purchase flowers for class teacher and music teacher if he was involved in the class play. Determine which class parent will purchase flowers.

**Once the teacher informs you of what she wants for the class party, call several parents and ask them to contribute snacks, juice, cups or napkins. They must supply enough for the entire class.