

Responsibilities of Homeroom Parents

All Grades

- Communicate with your teacher. Meet with them early in the year to get a list of what they will expect and need.
- One homeroom parent will be responsible for the classroom funds. Keep all receipts – turn in receipts and money (if any remains) at the end of the school year. These funds should be utilized throughout the school year for crafts, snacks, games, and paper products.
- Coordinate parties/volunteers including Catholic Schools Week Open House
- Clear all letters/flyers through the Homeroom Parent Coordinator(s) or another HSA Executive Committee member, and/or the Principal.
- No money collections of any kind are to be started without the Principal's approval.
- Organize bake sale/Spirit days on the assigned date.

The following is an overview of the typical responsibilities for each grade; however, they may vary slightly from year to year.

Pre-Kindergarten

- Coordinate parties or crafts: Halloween, Thanksgiving Feast, Christmas, milk & Cookies with "Reading Buddies", Valentine's Day, Easter, Popsicles with "Reading Buddies", end of year carnival, organize fall Admissions Open House refreshments.

Kindergarten

- Coordinate parties or crafts: Halloween, Thanksgiving Feast, Christmas, Valentine's Day, Easter, and end of year party.
- Closing ceremony and reception.

First Grade

- Coordinate parties or crafts: Halloween, Thanksgiving Feast, Christmas, Valentine's Day, and Easter.
- Outreach project for Valentine's Day.
- Coordinate Prayer Partner Breakfast for 1st & 8th graders in May.
- End of year treat/picnic (ice cream or pizza).
- Organize help for the 2nd grade Reconciliation (1st week in December, Saturday morning). This is to be coordinated with the Religious Education office.

Second Grade

- Coordinate parties or crafts: Halloween, Thanksgiving Feast, Christmas, Valentine's Day, St. Patrick's Day, Easter Seder Meal (in April), and end of year party.
- Assist with Reconciliation/First Holy Communion activities (calling parents to bring in finger foods for reception).

Third Grade

- Coordinate parties or crafts: Halloween, Christmas, Valentine's Day, Mother's Day Tea, Easter, and end of year party.
- Coordinate Teacher Appreciation Breakfast during Catholic Schools Week (including set up and clean up).

Fourth Grade

- Coordinate parties or crafts: Halloween, Christmas, Catholic Schools Week, Valentine's Day, and end of year party.
- Organize Luau in January or February (teachers will provide the date).
- Outreach projects for Christmas and Easter.

Fifth Grade

- Coordinate parties/snack: Halloween (see below), Thanksgiving, Christmas, Valentine's Day, St. Patrick's Day, Easter, water ice treat, and end of year party.
- Organize Halloween party with the 6th grade.
- Coordinate Teacher Appreciation Luncheon during Catholic schools Week (including set up and clean up).

Sixth Grade

- Organize Halloween party with the 5th grade.
- Coordinate Christmas party, reading buddy popsicles, and end of year party.

Seventh Grade

- Coordinate parties: Halloween and Christmas.
- Organize help for the 8th grade Confirmation Reception. This is to be coordinated with the Religious Education office.
- Coordinate chaperones for the 7th and 8th grade dances.
- Organize help for the 8th grade graduation reception.

Eighth Grade

- Coordinate parties: Halloween and Christmas.
- Coordinate chaperones for the 7th and 8th grade dances.
- Help raise money for the 8th grade trip and graduation, as per meeting with the Principal.
- Have a meeting with 8th grade parents to obtain a list of volunteers to help with graduation, 8th grade dance, class trip, and luncheon at the end of the year. (Binder is available with all previous years' information)