August, 2003

Dear Parents:

Welcome to the 2003-2004 school year at Falk! We are recruiting two Room Parents from each classroom. Room Parent responsibilities include:

- Being available to assist homeroom teachers (calling parents to schedule parent/teacher conferences, etc.)

- Collecting room dues from parents at curriculum meetings that will take place in September.

- Calling families in the event of school cancellation. Room parents divide each room in half and notify families when school is canceled (usually as a result of snow), as a back up to TV and radio broadcasts.

- Coordinating your child’s homeroom booth at the Falk Spring Carnival, which is the PTA’s biggest fund-raiser each year. This involves scheduling parents to oversee the booth, as well as participating on the night of the Carnival.

This job does not require a major time commitment and is an excellent way to be involved with your child’s classroom and the school.

If you are interested in being the Room Parent of a primary room, please contact Sharon Semenza at 412-661-4804 or at saswsr@aol.com as soon as possible.

If you would like to be the Room Parent for an intermediate or middle school room, please contact Martina Wells at 412-681-4603 or at martinaewells@earthlink.net as soon as possible.

We will make every effort to have all Room Parents identified before the upcoming curriculum meetings in September, so we do request that those interested contact us as soon as possible. Thank you in advance for your interest, and for volunteering for this important and satisfying opportunity.

Sincerely,

Sharon Semenza
Martina Wells
Room Parent Co-Chairs
Falk School PTA