



— ANAHEIM HILLS CAMPUS —

PARENT ASSOCIATION

ROOM PARENT INTEREST FORM

Thank you for showing interest in becoming a room parent. The main responsibility as a **Fairmont Parent Association Room Parent** varies by helping to coordinate your classroom’s events, parties, activities, etc...

We require one (1) room parent per each classroom for Preschool and Elementary and one parent per grade level for Jr. High. A drawing will be held if more than one parent signs up for this position. All Room Parent entries will first be reviewed by administration and applicable teachers before being selected or entered into the drawing. Room Parents will be announced at the first FPA meeting for the school year.

Listed below is the basic description for FPA Room Parents. If you have any questions, please do not hesitate to contact your Room Parent Coordinator.

Room Parent:

- The primary role of a room parent is to serve as a liaison between your child’s teacher, the classroom, and the Fairmont Parent Association (FPA).
- Coordinates and works with the other grade level room parents for classroom parties and activities to create and maintain fairness.
- Attend orientation meeting to review your role as Room Parent with your Campus Director, FPA Board, Room Parent Coordinator and the JFPA Board Chairman.
- Attend FPA General Parent Meetings each month.
- At the request of FPS, FPA Room Parents are required to have a LiveScan background check completed. Contact Jackie White at chairperson@fairmontpa.org for more information.

Room Parent Interest Form

I am interested in joining the fun by contributing my time as a room parent!!!

Teacher’s name: _____ Classroom #: _____

My name: _____

Child’s name: _____

Best Contact #: _____

Email: _____ @ _____

Room Parent?

I have NOT been a room parent before

I have been a room parent before

School Year(s) _____

Teacher(s) _____

Please complete and return to the FPA Mailbox By September 6th, 2019.

Room Parent Selection Process

Room parents are selected using a lottery-type system. A Room Parent Interest Form will be distributed at the beginning of the school year via the “Campus Specific Mailer” that is delivered in August. It may also be available online on the campus Fairmont Parent Association page to print and return. Those interested in becoming a room parent complete the form and return it to the Fairmont Parent Association mailbox or other area designated by the FPA.

All submitted forms will be separated by classroom. If the classroom has more than one interested Room Parent, the Room Parent Chairperson (FPA Vice President) will select a parent using the opportunity drawing-type system of pulling a name from each classroom’s entries.

Room Parent Eligibility

Room Parent positions are eligible for any parent or guardian who has a student(s) enrolled in Fairmont Private Schools (“FPS”). FPS Employees are allowed to participate in the Room Parent Program. This includes FPS Campus Directors and Teachers. Fairmont Parent Association Board members are not allowed to volunteer for this position.

There is a section on the form where the parent must note whether or not he/she was a room parent previously, and the school year(s) he/she had been a room parent.

- If a parent submits a form and he/she was a room parent the prior school year, his/her form will be set aside and not considered or entered into the drawing unless there are no other parents interested in serving as the room parent who did not serve as room parent the prior year.
- The person selected as the room parent is subject to the approval of the FPA Board President and the Administration.
- Only One Room Parent interest form may be submitted per family. Parents will need to choose which parent wants to enter for which one of their children’s class. Parents cannot submit more than one form even if they have more than one child.
- The name on the Form selected is whom MUST assume the Room Parent role. If that parent cannot fulfill the commitment of the role, their form is disregarded and the FPA will re-do the selection process. The Room Parent role may not default to a spouse if the selected Room Parent cannot fulfill the role.
- A parent cannot be a room parent for more than one class per each year. The same applies for the room parent coordinator.
- FPA President may make exceptions to any of the Eligibility Requirements at any time, should the need arise to provide a class with a Room Parent when all avenues of finding an eligible Room Parent have been attempted.

This process ensures fairness to allow every parent to have the opportunity to be considered for being the classroom’s room parent for the school year.