

Class Parent

Each grade will have one designated Class Parent, who serves as a member of the Parent Auxiliary Committee (PAC). Each fundraising Category Manager will also attend PAC meetings as needed to provide updates to the Class Parents.

Class Parents act as a vital link between the PAC and school families. Class parents will only communicate with parents on behalf of the classroom teacher if they are requested in writing to do so.

As a PAC Member, the Class Parent is responsible for:

- Participating in PAC meetings to stay informed about school initiatives and events.
- Supporting one major fundraising event during non-Gala years.
- Assisting with fundraising efforts at the Year-End Picnic.
- Supporting the planning and execution of the Grade 7 Farewell.
- Contributing to the organization of the annual Teacher's Luncheon.

In the Classroom, the Class Parent will:

- Communicate PAC events and initiatives to parents using pre-approved templates/language using the class email list (provided by the school).
- Coordinate volunteers required for PAC fundraising initiatives
- Coordinate the Class Project for Gala and/or Carnival
- If requested, support the teacher in coordinating classroom volunteers

Expectations:

- Class Parents do not communicate on behalf of the teacher
- Class Parents will use pre-approved templates/language for communication with parents, as directed by the PAC Chair
- Class Parents must review and sign the Class Parent Code of Conduct, confirming their understanding and agreement to uphold its standards.

