

PTSO Classroom Support Person

CSP – **Voting Member**, Term begins at the May meeting.

1. Attend Monthly PTSO meetings.
2. Meet with Board for review and planning for next school year (June/July).
3. Distribute Welcome letter to families informing them of in-classroom volunteer opportunities for upcoming school year. Once welcome letters are completed and returned to school, the CSP will coordinate with parents/teachers to fill lead parent rolls for each classroom (August/September/October)
4. Support Teachers/Lead Classroom Volunteers.
5. Responsible for leading the Halloween Party and Valentine Party planning meetings.
6. Works with the PTSO president, principal and teachers to coordinate volunteer assignments in the classroom to support student success
7. Provide input to Board on ideas to increase family participation

**Ideally the person in this position would move into the Volunteer Coordinator position.