



stratfordroadpta@hotmail.com

www.stratfordroadpta.com

District website: www.pobschools.org

TO: All Parents and Guardians of Stratford Road Students
FROM: Marisa Pammer VP, Communications
RE: Class Representative Lottery

The responsibilities of a Class Representative are as follows:

1. Be a current member of the Stratford Road PTA with dues paid;
2. Attend class rep meeting in the Stratford Road cafeteria on Monday, September 18th at either 9:30am or 7:30pm;
3. Chair at least one PTA committee (*class reps from one class may serve as chairs together on same committee*);

OR

Attend or send a designated representative to either ***PTA meetings, PTA Council meetings or Board of Ed meetings. Each class should have a representative at one of the above-mentioned meetings per month;***

4. Make necessary telephone calls regarding class and PTA business, specifically regarding Blood Drive;
5. Collect, retain, and forward class pictures to Grade Captain for the yearbook;
6. Assist the classroom teacher in arranging class parties and events;
7. Schedule parents for classroom events and field trips by **lottery system**; and
8. Keep class lists up-to-date; making revisions throughout year as necessary.

The class representative lottery will take place after the first PTA meeting on Wednesday, September 13th at 9:30am. If you are interested in having your name placed in the lottery to become a class representative, please complete the form below and return it by Tuesday, September 12th, in an envelope marked **ATTENTION: CLASS REPRESENTATIVE LOTTERY/Marisa Pammer**. The envelope can be sent in with your child to give to his/her classroom teacher. **You do not have to be present at the PTA meeting in order to be chosen – those selected will be notified shortly thereafter.** If you have any questions, please feel free to contact me at Mcola22@yahoo.com. I am looking forward to working with you to help make this school year a memorable one for our children!

Please include me in the Stratford Road PTA class representative lottery for my child's class. I understand any information obtained is strictly for PTA purposes.

Name: _____

Phone: _____

Child's name: _____

Teacher/Room #: _____

E-mail: _____

*****e-mail is typical form of communication, please make sure it is up to date and checked frequently.**