

## Mid Valley Elementary PTA



### Homeroom Parent Packet

Thank you for volunteering as a Homeroom Parent for the 2017/18 school year! We appreciate your time and support. Homeroom parents' primary responsibilities are to plan both the Halloween (10/31) and Holiday (12/22) parties as well as assisting the PTA on Teacher Appreciation Day (5/11).

We also recommend taking a few minutes via email or written note to introduce yourself to the teacher of your classroom. It will be important to maintain communication with the teacher in planning classroom parties and understand your role in the classroom during these parties and planning stages.

On the dates of the parties, Homeroom parents will not be allowed into the school until the designated time assigned by Mr. Lopez. Entry into the school prior to this time will be denied for the safety and security of our children. The entrance foyer needs to be kept clear for security reasons. As always, please be mindful of the rules of the school. It is a privilege to be able to participate in activities in the school building.

You must have your PTA lanyard and card with you to enter the building.

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#### **\*WELLNESS POLICY\***

<http://www.boarddocs.com/pa/mvley/Board.nsf/goto?open&id=AK2QZB6B561C>

*“Classroom parties shall offer a minimal amount of foods (maximum 2-3 items) containing added sugar as the primary ingredient (e.g., cupcakes, cookies) and will provide the following:*

- i. *Fresh Fruits/vegetables; and*
- ii. *Water, 100 percent juice, 100 percent juice diluted with water, low fat milk or nonfat milk.”*

**We must follow the above Wellness Policy when planning the classroom parties.** In addition, be sure to find out about food allergies within the classroom. To ensure the safety of our students, it is important to keep any items that a child may be allergic to out of the classroom. Try to plan easy, convenient and portable snacks and foods for the kids. Please note that when asking for donations, a Homeroom Parent can never ask for a monetary donation, only paper products, food, drinks and snacks.

Example List of Donations:

- Vegetable Tray; Carrot sticks; Celery sticks
- Fruit Tray; Grapes; Blueberries
- Paper plates; napkins; ziplock baggies (good idea for kids to take home items in)
- Cupcakes; cookies; brownies (only 2-3 of these sugar items are allowed!!!)
- Juice Boxes containing 100% juice; water bottles

In addition to coordinating food and snack donations for the holiday parties, a Homeroom Parent is also responsible for activities in the classroom during the parties. Ideas include games, crafts, singing / dancing, movie or reading a holiday themed book. Be creative and have fun!

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## IMPORTANT POINTS & REMINDERS:

- Distribute and collect the attached Donation Letter to your classroom. Please work with your teacher for collection procedure.
- Assign specific donations for those willing to donate.
- Remind parents to label donations with grade and teacher when items are dropped off.
- Please do not ask parents for money as a donation.
- If you would like to order chicken nuggets for the classroom through the school cafeteria, please fill out the attached order form and send it to our PTA mailbox. An announcement will be made on the day of the party when you go to the cafeteria to pick them up.
- If you are ordering pizza for the class party, please have it delivered to the Elementary School at 10am. An announcement will be made when to come and collect your pizza.
- Homeroom Parents should arrive at the school to be checked in at 9:00am (December party time arrival will be announced later). **PLEASE DO NOT CONGREGATE IN FRONT OF THE SCHOOL BEFORE 8:45!** This is very important as to keep our children safe during drop off times.
- Homeroom Parents are to park at the top of the hill. The parking spots out front of the elementary school and by the bus circle are for teachers, administration and staff.
- If you plan to take your child home with you on the day of the party, you must send a note in with your child that morning. You will be able to sign your child out from that classroom and exit the building from the front doors. If you have another child in a different classroom, a note is also required for their teacher and you can go directly to their classroom to sign them out before you leave.
- Teachers will handle all discipline problems.
- In the event of an emergency, please follow all emergency procedures and remain calm.

# Classroom Party Donation Form

If you would like to donate items for Ms/Mr \_\_\_\_\_  
Classroom Halloween and Holiday Parties, please fill out the form bellow. The Homeroom  
Parent(s) \_\_\_\_\_  
will contact you and assign to you a specific donation item.

Mid Valley has implemented a school wide Wellness Policy. Within this policy specific directives are asked to be followed during classroom parties. To continue our tradition with the annual Halloween and Holiday Parties, it is imperative that you only donate the item that you are assigned to. If your child likes to bring in party “favors” to share with their classmates, we ask that you consider a trinket like an eraser, pencil, sticker etc. Or a party “favor” treat should be individually wrapped for the student to enjoy at home.

PLEASE PRINT & COMPLETE ALL SECTIONS

YES, I WOULD LIKE TO DONATE!

Parent/Guardian Name: \_\_\_\_\_

Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Please contact your PTA with any questions at:

[mvecpta@gmail.com](mailto:mvecpta@gmail.com)

OR message us on FB

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# Mid Valley Elementary PTA



## Cafeteria Chicken Nugget Order Form

TEACHER: \_\_\_\_\_ GRADE: \_\_\_\_\_

HOMEROOM PARENT PLACING ORDER: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CHICKEN NUGGETS COST PER SERVING: \$0.80 PER SERVING/PER CHILD

NUMBER OF SERVINGS: \_\_\_\_\_

PLEASE RETURN FORM WITH PAYMENT TO THE PTA BOX ATTN:CHICKEN  
NUGGET ORDER 10 DAYS PRIOR TO PARTY

FOR HALLOWEEN BY FRIDAY OCTOBER 20<sup>TH</sup>

FOR HOLIDAY BY TUESDAY DECEMBER 12<sup>TH</sup>

MUST BE PAID IN FULL BY THE TIME OF ORDER

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