



THE CO-OP PRESCHOOL
220 S. MAIN STREET • LOMBARD, ILLINOIS 60148

Parent Volunteer Information 2017-2018

As a cooperative preschool we depend greatly on parent support in all areas of school operations. This information sheet will help us as we fill all our volunteer positions. Thank you in advance!

Child's Name _____

Class(es) your child will be attending _____

First Parent (YES or NO - I will be a classroom helper)

Name _____

Phone # _____

Email Address _____

Second Parent (YES or NO- I will be a classroom helper)

Name _____

Phone # _____

Email Address _____

Other family member (YES or NO- I will be a classroom helper)

Name _____

Phone # _____

Email Address _____

Please check if you are interested; each classroom needs one of each:

Scheduling Parent (schedules classroom helpers monthly)

Contact Parent (liaison between the Board and parents)

Please check any areas below that apply to you:

I am willing to substitute as classroom helper in an emergency

I am interested in carpooling

I am willing to babysit in an emergency

I am interested in exchanging babysitting (siblings aren't permitted when you are the classroom helper)

Volunteer Requirements

Classroom Helper: A parent or caregiver is required to help in their child's classroom throughout the school year; approximately once every six weeks if the class is full. If your family cannot meet this requirement, an aide option is available at an additional cost.

Housekeeping: A parent or caregiver is required to sign up for either one month of laundry/towel duty OR one classroom cleaning session over the course of each school year. Sign up for Housekeeping or Laundry/Towel Duty take place during the August orientation meeting.

Committee Involvement: Each family is required to sit on one committee per school year. Each committee is in charge of one event and typically meets 1-2 times. Committee options include: Equipment & Maintenance (once or twice a year), School Picture Day (November), Family Fun Night, Teacher Appreciation Week, Father's Day (October), Lilac Parade (May), Halloween (October), Thanksgiving (November), Fundraising (Periodically). Sign up for Committees take place during the August orientation meeting.

The Co-Op ParentBoard

The Co-Op Preschool's Board is comprised of parent volunteers.

Please indicate if you would like more information about a potential school board position.

YES or NO- please contact me regarding The Co-Op Parent Board

To be completed by chairperson

- Chair/Committee Assignment
- Housekeeping
- Medical