



PARENT TEACHER FELLOWSHIP GUIDELINES

A Service Organization of Carmel Christian School

The Parent Teacher Fellowship (PTF) exists as a service organization of Carmel Christian School (CCS). Parents, teachers and administrators work together in order to coordinate unity and spirit building activities for our students and families that will enhance their education while pointing them to Christ. The purpose includes recognizing and honoring faculty and staff members; promoting activities that promote school and community spirit; and coordinating volunteer opportunities schoolwide. All parents of current CCS students are considered to be members of the general body of the PTF.

PTF Leadership consists of 3 Committee Chairs (Grade Representative, Revenue Generating and Teacher Appreciation Chair) that work directly with the Director of Family Relations. Each summer, general interest solicitation is sent out to the general body of parents (via the Volunteer Handbook). Parents will submit the google form to show their areas of interest. Committee Chairs will be chosen in the spring and will serve for a period of one (1) year as Chair with a maximum option of two (2) years of a particular committee. After serving the maximum of 2 years, one year must pass before an individual is eligible to serve again as chair. In order to Chair a committee, you will need to have served on that committee.

Grade Representative Committee

- Supporting the faculty in the classroom is a very important role! The faculty appreciates help with coordinating parties, field trips, lunch duty and more. From party coordinators, driving on a field trip, helping with International Day, special event set-up and teardown....these types of activities would not be possible without the support of our parents!
- Connection Coordinator - this role is for someone who loves hospitality! The desire is to have someone organize a grade-level get together each quarter...either at a coffee house, dessert in the evening or even in your home. This is simply a "social" time to give our families an opportunity to connect.

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- This committee will work together with the Grade Representatives to support the faculty in the classroom.
- *Grade Representatives - a communication will be sent out in the spring of the current school year to solicit interest for the following school year. Terms for Grade Representatives follow the same guidelines as the Committee Chairs.

Revenue Generating Committee

- The sale of the GoPlaySave coupon books is the largest fundraiser for PTF. Other fundraisers include linking your Harris Teeter VIC card and attending the Family Nights (Chick-fil-A, True Crafted Pizza, Nothing but Noodles and Velo Pops - refer to the school calendar for the dates).
- This committee will help with the distribution of the coupon books and other administrative needs.

Teacher Appreciation Committee

- Celebrating the faculty and staff is one of the main purposes of PTF. This includes Teacher Appreciation activities such as potluck lunches, delivering treats and the Faculty & Staff Christmas Dessert. This committee will work together to plan and coordinate these events.

Other Volunteer Opportunities

- Thank you for considering a volunteer role here at Carmel Christian School. Sharing your time and expertise is such a blessing to the CCS community. For a listing of other volunteer opportunities on and off campus, [click here](#).

We look forward to serving with you!