

# Invitation for Parent Involvement

\_\_\_\_\_  
Name of Family Member

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Name of Family Member

\_\_\_\_\_  
Email Address

## Please check the following ways in which you will involve yourself in your school's enrollment effort...

- I will promote my school through sharing my positive experience with prospective parents and by inviting parents to schedule a school visit and/or come to an Open House. **USE YOUR NOMINATION FORM.**
- Write a letter to a prospective family identifying benefits they will receive at your school based on your experience as a parent. Please email your letter to your principal.
- Email to your principal 3 specific signs of spiritual development, academic excellence, co-curricular activities, and extra curricular activities that most point to a healthy and vibrant learning environment at your school. These signs can be used as testimonials.
- Support Open Houses or Information Sessions as one more way for prospective students and families to take another firsthand look at the school. Volunteer to help out!
- I would be willing to host a coffee informational night in my home where prospective students and their parents are invited.
- I would be willing to serve on a News Bureau that meets periodically. As a member of the News Bureau my primary responsibility would be to help surface PR topics for my school and will assist in the writing of these news releases.
- I am planning to use the 6 Steps to Sharing PR sheet as a way to suggest things that the school should highlight in the news media.
- I would be willing to serve a parent telecounselor for my school. In this role I would occasionally contact parents of prospective students (list provided) to discuss with them the educational wants and needs they have for their son or daughter and how our school meets those needs. **YOU WOULD NOT BE ASKED TO CONTACT A FAMILY THAT HAS NOT SHOWN A PRIOR INTEREST IN THE SCHOOL OR PARISH.**
- I would be willing to be a featured parent on our school's web site. This rotational assignment involves answering a specific question about life at our school and having that answer posted on the web site with the invitation for people to email you with additional questions.
- I would be willing to serve on our school's Enrollment Management Core Team. This core team meets periodically to look at recruitment, marketing, registration, and overall retention and satisfaction.
- I would be willing to help with mailings and follow-up communication with prospective students/families.
- I can volunteer to help with the dinner for incoming parents and students.
- Please list any other ways that you would like to assist the enrollment effort or recommendations you have to improve the school's enrollment effort.

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**Please return this form to your Principal - THANK YOU!**