

CHARIHO REGIONAL SCHOOL DISTRICT
JOB DESCRIPTION
SCHOOL COMMITTEE PARENT LIAISON

Position Purpose: The School Committee Parent Liaison shall provide information to the community regarding School Committee actions and potential actions, to represent the opinion of the parental community through surveys, etc. to the School Committee, and to assist the parental community by providing information regarding School Committee policies and procedures. The Parent Liaison shall be a parent or guardian of a current student attending one of the Chariho schools.

Duties: The School Committee Parent Liaison will:

- Attend most, if not all, School Committee regular and special meetings.
- Generate and distribute a written summary of School Committee actions following review by the Superintendent and approval of the Chair.
- Solicit information from the parental community for presentation to the School Committee.
- Direct parents and guardians with inquiries to the appropriate school personnel or information.

Conditions: The School Committee Parent Liaison will be a volunteer. The Parent Liaison shall be provided with supervised access to necessary District resources and will be reimbursed for incidental related expenses.

Selection and Term of School Committee Parent Liaison: The Parent Liaison shall be selected by the School Committee through a posted agenda item during a regular public meeting. Prior to selection, the Superintendent of Schools shall implement a transparent process that includes public advertisement and credential review by a subset of the School Committee. The term of appointment shall be two years, contingent upon status as a parent or guardian.