

*St. Martin de Porres School  
122 Cedar Valley Road  
Poughkeepsie, NY 12603  
845-452-4428*

August 1, 2017

Dear Parents,

It is time to plan for 2017 - 2018 school year. If you are interested in being a room parent for the upcoming school year, please fill out the form below and return it to school no later than **August 15, 2017**. When room mothers are selected, Mrs. Cathy Santoro, our Room Parent Coordinator, will be contacting you to inform you of the informational meeting regarding room parents which will be held on Thursday, September 21, 2017 at 7:00 PM in the parish lounge at the school. As a reminder, if you have not completed the Safe Environment Training kindly register for one of those classes.

Thank you for your cooperation and willingness to be active parents in our school community.

Sincerely,  
Kathleen Leahy

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**ROOM PARENT REQUEST**

**NAME** \_\_\_\_\_

**GRADE** \_\_\_\_\_

**PHONE NUMBER** \_\_\_\_\_

**EMAIL** \_\_\_\_\_