



REDEFINING ROLES OF THE PARENT ADVISORY COMMITTEE FOR THE 2025-2026 SCHOOL YEAR:

THE DIRECTOR

The Director is solely responsible for the oversight and management of Harbor Homeschool Co-op. She will work closely with our host church to ensure good standing. She will have regular meetings with the Activities Manager to make sure we are on track with events and schedules. Meetings with the Parent Liason and Faith Advocate will be as needed. There will be quarterly "PAC" meetings where all members will need to be present. These will be in January, April, July, and October. The Director will be responsible for the oversight of all Team Leaders. For the 2025-2026 school year Team Leaders will be PAC members.

THE GOAL OF THE PARENT ADVISORY COMMITTEE

The goal of the Parent Advisory Committe is to aid the Director in the management of some day-to-day duties. They are to be a "brigde" between Harbor Homeschool families and the Director, to better ensure all of HHC's families are being taken into consideration regarding their wants and needs out of our homeschool community.

ACTIVITIES MANAGER

The activities manger is responsible for scheduling and booking all field trips and playdates. She will also work closely with the Director on creating the co-op's yearly schedule. She will be responsible for a "communications board" at the front of co-op. She will focus on booking and organizing co-op seasonal parties.



Harbor Homeschool Co-op



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PARENT LIASON

The Parent Liason may assist the Director in administrative duties, such as: creating Parent Information Packets, tracking enrollment, and co-op wide communications through, but not limited to, our Suggestion Box. She will bring questions and concerns from parents to the Director.

FAITH ADVOCATE

The Faith Advocate will be responsible for leading co-op wide prayer, working closely with families to ensure they are being prayed for appropriately through, but not limited to, the Prayer Box. She may decide that a Harbor Homeschool family going through a particularly difficult time, is gifted a Blessings Basket. If felt lead to, co-op members will donate appropriate items to these baskets to help our fellow member. The Faith Advocate will be responsible for curating our Statement of Faith to make sure it aligns with Harbor Homeschool Co-op's Biblical beliefs both clearly and effectively.

TEAM LEADERS

Team Leaders will be teachers who are the leaders for their assigned age groups. During 2025-2026 school year, these groups are: PreK-K, 1st-2nd, 3rd-5th, and 6th-8th. During the 2025-2026, school year Team Leaders will be Parent Advisory Committee members. In the future, the role of Team Leader will be available to any parent that would like the opportunity to lead an age group. Communications with-in teams, lesson planning, classroom supply needs, absences, and teacher or student conflicts are to be handled with-in the team first. In the event that the Director is needed to handle excessive absences or mediate conflict, she will step in.