




Roland Park
Country School

**2025-2026 Family Guide to
Community Involvement**

Dear RPCS Parents and Guardians,

Welcome to the 2025-2026 RPCS school year! My name is Amy Hastings (P'28, P'30) and I am excited to serve as the President of the Parents' Association this year.

The purpose of the Parents' Association (PA) is to build a vibrant school community through volunteering and fundraising efforts that support the students, faculty/staff, and parents. From grade specific events, to parent socials, to uniform sales, musical concessions, and more our dedicated volunteers are working to create a welcoming atmosphere for all.

The Family Guide to Community Involvement provides information about ways you can be engaged in the PA and other divisions within RPCS, such as Admissions and Advancement.

Your time is appreciated and allows our community to grow stronger when we come together to serve.

Come "Take YOUR Seat at the TABLE!"

GO REDS!

Amy Hastings P'28, P'30
2025-2026 Parents' Association President



Volunteering

Little Reds / Lower School

Performing Arts*
Book Fair
Book Swap
Classroom*
Harvest Festivals
Grade Representative
Killebrew Library*
LS Closing Exercises
Parent Ambassador
Parent Garden Team

Middle School

Eighth Grade T-Shirt
Grade Representative
Hershey Park*
Mixers/Dances*
MS Closing Exercises
MS Musical*
Parent Ambassador
Sleepover*

Upper School

BSU Dance*
Fall Ball*
Grade Representative
Parent Ambassador
Winter Formal*

Parents' Association

Admissions Representative
Alumnae Association Representative
Culture, Community & Belonging
Division Parent Network Chair
Employee Appreciation
Décor/Plant Sale
Grade Representative
Holiday Fair
PA Board
Parent Engagement Activities
Prom Events
Uniform Resale Pop Up Shop
Volunteer Coordinator
Fall Parent Socials

Advancement Office

Annual Giving
Grade Chair
Golf Classic & Pickleball Tournament
Red Hot Run

Admissions Office

Parent Ambassador
Mentor Family

See following pages for volunteer opportunity details.

* This volunteer role requires a background check. Please allow for a one week turnaround time. Learn more at rpcs.org/community-involvement.

Little Reds / Lower School Volunteer Descriptions

Contact: Lower School Parent Network Chair,
Erin Reed, ereed921@gmail.com

Performing Arts: Sew and alter concert attire; assist students backstage during winter and spring concerts.

Fall Book Fair: Assist the librarian with setting up and selling books.

Book Swap: Assist with receiving, organizing and shelving donated books.

Classroom: Help teachers with tasks such as laminating, preparing project materials, cutting, filing, etc.

Harvest Feasts: Assist the first and second grades with harvesting vegetables grown in the RPCS gardens and then create meals with the vegetables for the feasts!

Grade Representative: Serve as a liaison between the parents and the Parents' Association. Attend monthly meetings and communicate with parents on an as-needed basis to disseminate information to parents regarding events that are PA, advisory and/or grade specific. Report to the Lower School Parent Network Chair. 1-2 per grade.

Killebrew Library: Work with the LS Librarian shelving books and various other tasks.

LS Closing Exercises: Coordinate and assist with the set up and clean-up of the LS Closing Exercises reception.

Fall Parent Socials: Organize and invite parents to attend grade specific parent socials .

Red Hot Run: Set up a class team and encourage family participation.

HARVEST FEAST



TRUNK OR TREAT



Middle School Volunteer Descriptions

Contact: Middle School Parent Network Chair,
Catherine Eplett, catherine.eplett@gmail.com

Grade Representative: Serve as a liaison between the parents and the Parents' Association. Attend monthly meetings and communicate with parents on an as-needed basis to disseminate information to parents regarding events that are PA, advisory and/or grade specific. Report to the Middle School Parent Network Chair. 3-4 per grade.

Eighth Grade T-Shirt: Organize the eighth grade t-shirt.

Mixers: Chaperone for seventh and eighth grade mixers.

MS Closing Exercises: Seventh grade parents manage the reception following the MS Closing Exercises by planning, serving, and cleaning up.

MS Musical: Assist with costumes/props and the cast party.

Sleepover: Assist with purchasing food.

Fall Parent Socials: Organize and invite parents to attend grade specific parent socials

Red Hot Run: Set Up a class team and encourage family participation.

GUEST SPEAKERS



MIDDLE SCHOOL MUSICAL



Upper School Volunteer Descriptions

Contact: US Parent Network Chair,
Amy Matteini, amymatteini@gmail.com

Fall Ball, Winter Formal, & BSU Dance: Assist with coat check and monitoring entrance/exit doors.

Grade Representative: Serve as a liaison between the parents and the Parents' Association. Meet monthly with the Grade Level Dean to discuss upcoming events and concerns in the grade. Attend monthly meetings and communicate with parents on an as-needed basis to disseminate information about PA, divisional, and grade events. Report to the Upper School Parent Network Chair. 2-3 per grade.

Fall Parent Socials: Organize and invite parents to attend grade specific parent socials.

EMPLOYEE APPRECIATION



RED HOT RUN



Parents' Association Volunteer Position Descriptions

Admissions Representative: Work as a liaison between the PA Board and the Admissions office by regularly meeting with Admissions and reporting back to the PA Board, attending Admissions events, helping prospective families navigate through the admissions process, and welcoming those that enroll. Appointed by the Admissions office.

Contact: Lisa Schapiro, lms7070@gmail.com

Alumnae Association Representative: Serve as a liaison between the PA and the Alumnae Board. Appointed by the Alumnae Board.

Contact: Liz Sweeney, 1996, lizzysweeney@gmail.com

Committee Chair: The Parents' Association sponsors several events and activities throughout the year, which are planned by committees. Committee Chairs are needed for: Uniform Resale Pop Up Shop, Holiday Fair, Holiday Decor Sales, Night Under The Stars, Employee Appreciation, Diversity, Post-Prom, Alumnae Association, and Admissions. Full descriptions are available online in the Parents' Association by-laws.

Contact: Rashelle Musci, Nominating Chair, rjmusci@gmail.com

Culture, Community & Belonging: Serve as a liaison between the PA and the CCB office. Work to promote CCB events within the parent community and support the school's commitment to a thriving culture and community.

Contacts: Cortney Robinson, crobertson@ibelievenme.com

Parent Network Chair: Serve as a liaison between the Grade Representatives and the Division Heads promoting sound communication between the School and the Parent Network. Appointed by the PA. 1 per division. Full description available online in the Parents' Association by-laws.

Contact: Rashelle Musci, Nominating Chair, rjmusci@gmail.com

Employee Appreciation: Volunteer opportunities include planning and staffing events for employee appreciation day and faculty/ staff appreciation week, planning and distributing holiday gifts, and celebrating our wonderful teachers, administrators, and employees.

Contacts: Nia Banks, drniabanks@gmail.com

Susie Dike, susannadike@gmail.com

Grade Representative: Serve as a liaison between the parents and the Parents' Association. Attend monthly meetings and communicate with parents on an as-needed basis to disseminate information about

PA, divisional, and grade events. Report to the PA Division Chair.

Contacts:

LS Parent Network Chair: Erin Reed, ereed921@gmail.com

**MS Parent Network Chair: Catherine Eplett,
catherine.eplett@gmail.com**

US Parent Network Chair: Amy Matteini, amymatteini@gmail.com

Holiday Decor Sale: Coordinate our annual holiday decor (e.g., wreaths, bows, garland, poinsettias, etc.) and seasonal fall and spring plant sales. Decor and plants are pre-ordered and distributed at the school. All proceeds go to RPCS and benefit various Parents' Association initiatives.

Contact: Linda Gessner, img1313@me.com

Jennifer Vassil, jennifervassil@gmail.com

Holiday Fair: Our annual December friend-raiser and fundraiser kicks off the holiday season for all ages with vendors, games, tasty treats, and performances. Multiple volunteer opportunities include: serving on the planning committee to organize food, vendors, entertainment, and decor, or helping in-person on the day off the event.

Contacts: Latasha Lacy, latashalacy@gmail.com

Shauntell Campbell, shauntellcampbell@gmail.com

Prom Events: Supports the school in the planning of the Prom and providing some fun and engaging activities for the students during the event. The role of the Committee is evolving as there is no longer a Post Prom event.

Contacts: Rashelle Musci, Nominating Chair, rjmusci@gmail.com

Uniform Resale Pop Up Shop: Four times throughout the school year, the Uniform Resale is a pop up shop that sells gently used uniforms and accessories from all divisions at rock bottom prices. Volunteers are needed to assist with sorting and selling.

Contact: Allison Clapp, thealleycat9@hotmail.com

Sara Raley, sraleay@gmail.com

Volunteer Coordinator: Create and collect parent volunteer lists and distribute to the appropriate committee chairs, assist the Full Board in recruiting and tracking volunteers, and assist each division chair with applicable parent volunteer lists.

Contact: Kirsten Milano, kirstenmilano@gmail.com

Advancement Office Volunteer Descriptions

Contact: Director of Annual Giving

Beth McFadden, mcfaddenb@rpcs.org

The Fund for Roland Park Country School, our School's Annual Fund, is the primary way for parents, parents of alumnae, grandparents, alumnae, and friends to support the annual operations of the School. By giving, you help RPCS take advantage of a wide variety of exceptional programs that make the RPCS experience truly remarkable. Your donation directly benefits our students, and by volunteering your time you can provide even more help to our School. Donations are tax deductible and every gift truly makes a difference.

Annual Giving Grade Chair: Encourage your class' participation in The Fund for Roland Park Country School by contacting parents, attending the fall and spring phonathon events, and following up with letters, emails, and phone calls.

Golf Classic & Pickleball Tournament: This annual fundraiser attracts nearly 100 participants from RPCS and the greater community. Held at a local private club, this is a fun-filled event with a pickleball tournament, contests, awards, food and camaraderie. Volunteers are needed to help plan the outing. This is a great opportunity to support the school and enjoy time out on the golf course!

Contact: Ali Pitruzzella, P'20, Director of Parent Engagement & Events, pitruzzellaa@rpcs.org

Red Hot Run: This annual fundraiser includes a 5K, Family Fun Walk and post-race celebration, and attracts between 400-500 participants from RPCS and the greater community. At least 40 volunteers are needed on race day to cover the registration tables, water tables, post-race party, finish line and to serve as course marshals. This is a great opportunity to support the school and cheer for all those out on the course!

Contact: Ali Pitruzzella, P'20, Director of Parent Engagement & Events, pitruzzellaa@rpcs.org

Admissions Office Volunteer Descriptions

Contact: Director of Admissions and Enrollment Management
Annie Morse, morse@rpcs.org

Parents are invited by the Admissions Office to join our Parent Ambassador Program. As an ambassador, parents can share their firsthand knowledge of RPCS with prospective families by attending Admissions-related events and assisting with tours on Visiting Days and Open Houses. Our parent ambassadors help prospective families journey through the admissions process.

Mentor Family: Be the welcoming committee for a new RPCS family! The summer prior, contact the new family, meet at least once, arrange playdates, stay in touch during the first week of school, and invite and encourage new parents to attend events.

Parent Ambassador: Assist the Admissions Office during visiting days by talking with prospective parents and giving tours.

PA Sponsored Events/Activities

- Culture, Community & Belonging Events
- Employee Appreciation
- Fall/Spring Plant Sale
- Holiday Decor Sales
- Holiday Fair
- Prom Events
- Red Zone Concessions
- Uniform Resale Pop Up Shop



Giving

Tuition is the primary source of operating revenue and covers 74% of the cost of operating the school. RPCS relies on other sources of income to close the gap.

Annual Fund

Purpose: The Fund for Roland Park Country School provides 7% of the School's operating budget by bridging the gap between tuition and the actual cost of operating the School.

Timeframe: July 1-June 30, annually

Gift Wrap

Purpose: Benefits the Endowment, Scholarship Funds and Prom. Sponsored by the Alumnae Association Board.

Timeframe: Fall

Golf Classic & Pickleball Tournament

Purpose: Benefits The Fund for Roland Park Country School.

Timeframe: Fall

PA Events

Purpose: Benefits various programs across all divisions, designated endowment funds, athletics, and performing arts programs.

Timeframe: Yearlong

Red Hot Run

Purpose: Benefits The Fund for Roland Park Country School.

Timeframe: Spring

Corporate sponsorships are available for Red Hot Run and the Golf Classic. Information on sponsorships can be found at rpcs.org/sponsors.



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