**Holiday Park PTO**

**Standing Committees**

**2019-2020**

\_\_\_\_\_\_ **BEAUTIFICATION (indoors and outdoors)** – Coordinate and maintain a current birthday bulletin display cases, decorate hallway and front indoor entrance of the school. Enhance and maintain exterior school entrances and seasonal efforts.

\_\_\_\_\_\_ **BOOK FAIR** – Coordinate a fair. A week long book sale through Scholastic Books held in the fall and spring as a service to the students and as a fundraiser for cash and books. All monies collected are given to the Treasurer on a daily basis.

\_\_\_\_\_\_ **CHAMPS (Bully Prevention)** - Will work with the Principal, PTO Executive Board and students to educate and prevent bullying on school grounds.

\_\_\_\_\_\_\_**COLOR RUN**- Plans and coordinates a 5K fun run/walk for students as a fundraiser open to all schools within the district. Coordination with the Plum Boro events staff necessary.

\_\_\_\_\_\_ **CORE** – Work the concession stand (run by Plum Council of PTA) during Plum High School football games.

\_\_\_\_\_\_ **HOLIDAY PARTY NIGHTS –** Plan and coordinate activities held in the evenings 2-3 times during the year. Plan, setup and decorate for activities and clean up after event.

\_\_\_\_\_\_ **FIELD DAY** – A day of fun activities consisting of different stations. Include games, physical activities, indoor activities and entertainment.

\_\_\_\_\_\_ **FUNDRAISING** – Coordinate all aspects of all PTO fundraising efforts. Present prize program ideas to Executive Board for approval.

\_\_\_\_\_\_ **HOLIDAY WORKSHOP** – Coordinate the preparation for and sale of items at the annual Holiday Workshop. Remit all monies daily to the Treasurer. This is a service project with profit percentage and allocation decided by Chairperson and President.

\_\_\_\_\_\_ **HOMEROOM COORDINATOR** – Coordinates homeroom representative and classroom volunteer programs; all homeroom representatives must be current members of the Holiday Park Elementary PTO. MEMBERSHIP IS REQUIRED IN ORDER TO PARTICIPATE.

\_\_\_\_\_\_ **INCENTIVE PROGRAMS** – Coordinate the collection, tabulation and mailing of Box Tops. Present prize selection to Executive Board, order and distribute prizes. Promote Shop’nSave, and Giant Eagle programs.

\_\_\_\_\_\_ **MAKE-A-WISH** – Plum schools hold fundraisers for the Make-A-Wish Foundation culminating in a telethon conducted by Plum High School students in December. Plan and organize an event for HPE coordinating with school staff. Past events include a Jog-a-Thon, Penny Wars, and "Moustaches for Make-A-Wish", a moustache growing contest by male teachers and staff.

\_\_\_\_\_\_ **MEMBERSHIP** – Coordinate the membership campaign, keep an itemized, updated list of member (card number, name address and phone)’ return all monies to the Treasurer by the State specified date for payment dues. Distribute Volunteer lists to committee chairs.

\_\_\_\_\_\_ **PROGRAMS/ASSEMBLIES** – Coordinate with the Principal and PTA Executive Board assemblies for the students.

\_\_\_\_\_\_ **READ-A-THON** – Co-ordinate a 2 week long Read a Thon with all teachers. Take care of themes, paper work, weekly tallies, and end prizes.

\_\_\_\_\_\_ **RED RIBBON WEEK (DARE)** – Recognize National PTA Alcohol and Drug Awareness. Plan and implement activities for Drug Awareness in October; keep membership informed of issues concerning the health and safety of our children. Coordinate with Plum Police SRO – D.A.R.E. Liaison on an assembly during Red Ribbon Week.

\_\_\_\_\_\_ **RESTAURANT NIGHTS**- Coordinate several fundraising event nights at local restaurants throughout the course of the school year.

\_\_\_\_\_\_ **SCHOOL SPIRIT WEAR** – Coordinate the sale of variety of Holiday Park Elementary and/or Plum Mustang products in the fall and/or spring.

\_\_\_\_\_\_ **SCIENCE FAIR** - Plan and coordinate a Science Fair held in January/February in conjunction with projects required in 4th grade but open to all students via STEM class. Include hands-on experiments and invite outside organizations to have an exhibit.

\_\_\_\_\_\_\_**SUMMER KICKOFF**- Plan and coordinate a family event at the end of the school year to help kick-off celebrate the end of the school year and kickoff summer.

\_\_\_\_\_\_ **TALENT SHOW** – A variety show held in March/April. To showcase student talents.

\_\_\_\_\_\_ **TEACHER APPRECIATION** – Coordinate activities for the teacher recognition during Teacher Appreciation Week and plan other events/activities/gifts throughout the year.

\_\_\_\_\_\_ **YEARBOOK** – Plan layout of yearbook. Photograph and collect photos of events and programs during the school year.