

2007-2008

PINE GROVE ELEMENTARY - PTA COMMITTEES

COMMITTEES

Appreciation Lunch

Chairperson(s): Susan Landry

Assist Chairperson(s) with:

- * Purchasing gifts for teachers and staff members on their "Appreciation Days".
- * Planning/running with the "Faculty Appreciation Luncheon".

Art Helpers

Chairperson(s): Laura Fertitta

Assist Chairperson(s) with:

- * Coordinating volunteer lists for Mrs. Heilman for the Art Show.
- * Create labels for children's artwork.
- * Write invitations to Art Show's V.I.P.'s.

Back to School Faculty Luncheon

Chairperson(s): Susan Landry

Assist Chairperson(s) with:

- * Honoring our faculty at the beginning of the school year .

Back To School Picnic

Chairperson(s): Darcele Harper, Susan Landry

Assist Chairperson(s) with:

- * Planning the Back To School Picnic for students, families and staff.

Back To School Supply Kits

Chairperson(s): Leslie Johnston

Assist Chairperson(s) with:

- *Coordinating the sale of supply kits prior to the end of the school year.

No assistance needed at this time

Birthdays

Chairperson(s): Birdie Patrick

Assist Chairperson(s) with:

- * Purchase birthdays items such as pencils and bookmarks, which are given to students on their special day.

No assistance needed at this time

Book Fair

Chairperson(s): Kristen Hamel

Assist Chairperson(s) with:

- * Encouraging the purchase, donation, and reading of books.
- * Volunteering at the annual fair (Fundraiser)

Box Tops For Education

Chairperson(s): Erica O'Leary

Assist Chairperson(s) with:

- * Promoting program through fliers and newsletters
- * Running monthly contests and rewarding student participation.
- * Preparing box tops for shipment and mail twice per year.
- * Keeping informed on happenings in the box top world through mailings and the internet.

By Laws

Chairperson(s): Susan Chaudron

Assist Chairperson(s) with:

- * Reviewing PTA By Laws and submitting any changes to the County.
- * Meeting every 3 years (next review due in Spring 2007).
- * Four (4) volunteers needed.

Carabba's Night - Community Service Chair Position

Chairperson(s): Amy Brown, Gail Sawicki

Assist Chairperson(s) with:

- * Planning and coordinating Carabba's Night.

Cultural Arts

Chairperson(s): Sue Burton

Assist Chairperson(s) with:

- * Scheduling the cultural arts assemblies provided during the school year.
- * Coordinating Discovery Fair for one night and coordinate Family Math Night (families play math games together).

Fall Dance

*Chairperson(s): **Position Available***

Assist Chairperson(s) with:

- * Coordinating D.J., dancing, and food.
- * Setting up and cleaning up.
- * Chaperoning at the dance.

Fifth Grade Farewell

Chairperson(s): Position Available

Assist Chairperson(s) with:

- * Coordinating refreshments with the hospitality committee served after the graduation ceremony.
- * Setting up, serving refreshments and cleaning up after the graduation ceremony.

Fifth Grade Yearbook Signing Party

Chairperson(s): Susan Costello, Heidi Surock

Assist Chairperson(s) with:

- * Organizing party - book D.J., coordinate refreshments, setting up and cleaning up.

Fundraisers Fall and Spring

Fall Fundraisers Chairperson(s): Susan Costello

Spring Fundraisers Chairperson(s): Carrie Fitch

Assist Chairperson(s) with:

- * Overseeing the annual Fall and Spring Fundraisers.
- * Grade Level Coordinators work with Committee chairpersons to assist with distribution and collection.

Finance

Chairperson(s): Sue Burton

Assist Chairperson(s) with:

- * Assisting Treasurer and evaluating fundraising.

Funds for Excellence

Chairperson(s): Susan Chaudron

Assist Chairperson(s) with:

- * Coordinating voluntary contributions to the school.

Gift Cards - Scrips

Chairperson(s): Julie Raynor

Assist Chairperson(s) with:

- * Collecting orders and monies and distributing gift cards.

No assistance needed at this time

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Gifts and Flowers

Chairperson(s): Darcele Harper

Assist Chairperson(s) with:

- * Purchasing cards, flowers, or gifts for faculty, staff, PTA Board Members, or students when needed.

Holiday Food Drive Baskets

Chairperson(s): Darcele Harper

Assist Chairperson(s) with:

- * Preparing food baskets for PGE needy families during Thanksgiving, Christmas and Easter holidays.
- * Coordinating with Mrs. Duke, guidance counselor.
- * Providing large box/container for items to be placed in the school.

- * Purchasing turkey/hams to be included with baskets, be decorative.

Hospitality

Chairperson(s): Susan Landry, Julie Raynor

Assist Chairperson(s) with:

- * Coordinating refreshments for various PTA functions such as volunteer training, American Education Week, Grandparents Day, Kindergarten Registration, Young Authors Tea and Fifth Grade Recognition.

Ice Cream Social

Chairperson(s): Susan Costello, Amy Brown

Assist Chairperson(s) with:

- * Setting up and cleaning up.
- * Scooping Italian Ice.

Kids Go Shopping

Chairperson(s): Dawn Gregory

Assist Chairperson(s) with:

- * Coordinating items to be sold at event.
- * Helping the children with purchases during the event.

Kindergarten Registration

Chairperson(s): Vicki Muir

Assist Chairperson(s) with:

- * Coordinating the volunteers needed during kindergarten registration.
- * Providing tours of the school and pass out literature for new families during kindergarten registration.

Legislation

Chairperson(s): Kristen Hamel

Assist Chairperson(s) with:

- * Keeping parents informed on legislative matters affecting our children's education

Math Munchers

*Chairperson(s): **POSITION AVAVAILABLE***

Assist Chairperson(s) with:

- * Coordinating volunteers to play math games with students during lunch.
- * Purchasing Math Muncher supplies when necessary.

Membership

Chairperson(s): Vicki Muir

Assist Chairperson(s) with:

- * Coordinating the PTA membership drive conducted in the beginning of the school year.

Pine Grove Middle School Liaison

Chairperson(s): Darcele Harper

Assist Chairperson(s) with:

- * Keeping parents informed about events occurring at Pine Grove Middle School.

No assistance needed at this time

PTA Newsletter

Chairperson(s): POSITION AVAVAILABLE

Assist Chairperson(s) with:

- * Publishing the monthly PTA Newsletter.

Publicity/Public Relations

Chairperson(s): Vicki Muir, Carrie Fitch

Assist Chairperson(s) with:

- * Copying and distributing the PTA fliers sent home to students and families.

Reading Across America (Panda Power Reading Program)

Chairperson(s): Tamie Ourand, Erica O'Leary

Assist Chairperson(s) with:

- * Working with Reading Specialist to promote monthly reading goals.
- * Coordinating state program, planning prizes and special events.

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Ridgely Middle School Liaison

Chairperson(s): Cami Gelso

Assist Chairperson(s) with:

- * Notifying PTA about upcoming events occurring at Ridgely Middle School.

Room Parents

Chairperson(s): Lainie Troutman

Assist Chairperson(s) with:

- * Recruiting volunteers to serve as room parents.
- * Creating list of schools room parents.

Scholarship

Chairperson(s): Susan Landry, Leslie Johnston

Assist Chairperson(s) with:

- * Coordinating student scholarship awards to Loch Raven High School seniors.
- * Processing necessary paperwork and evaluating submitted entries.

No assistance needed at this time

School Directory

Chairperson(s): Amy Brown

Assist Chairperson(s) with:

- * Publication and distribution of school directory.

School Gardens

Chairperson(s):

Assist Chairperson(s) with:

- * Weeding, mulching and planting flowers in the schools two flower gardens.

School Spirit Week

Chairperson(s): Tamie Ourand

Assist Chairperson(s) with:

- * Planning activities/themes to encourage school spirit.

School Store

Chairperson(s): Kelly Ruby

Assist Chairperson(s) with:

- * Providing supplies for students at a reasonable cost.
- * Purchasing supplies, tracking inventory, and coordinating students and volunteers to operate the school store.

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Seven Day TV-Free Challenge

Chairperson(s): Sue Burton

Assist Chairperson(s) with:

- * Processing paperwork for the statewide TV free challenge.
- * Coordinating student participation and awarding prizes to students that participated.

Spell-a-thon

Chairperson(s): Tamie Ourand

Assist Chairperson(s) with:

- * Coordinating and organizing the spell-a-thon.

Spirit Wear

Chairperson(s): Vicki Muir

Assist Chairperson(s) with:

- * Coordinating the sale of Pine Grove Elementary logo t-shirts, shorts and sweatshirts.

Volunteer Committee

Chairperson(s): Amy Brown

Assist Chairperson(s) with:

- * Working with the school liaison to coordinate volunteers for the PTA and school activities and hold volunteer orientation.
- * Distributing volunteer handbook.
- * Assisting the teachers with set-up, clean-up and serving at the Volunteer Tea (Spring).

Yearbook

Chairperson(s): Sheri Serio, Kristen Hamel

Assist Chairperson(s) with:

- * Taking candid shots of students during school and school activities/functions.
- * Coordinating the sale and distribution of the yearbook.