

## Committee Descriptions / Responsibilities

### Student & Family Activities

- **Spirit Wear** – design, order, and pass out spirit wear
- **Fundraiser** – communicate with fundraising company; set kick off date; determine prizes; collection of orders and money; coordinate distribution of items; advertise
- **Skate night** – schedule skate night dates; be at skating rink to record names of students who attend; pass out skate night stickers before event; advertise
- **Book Fair**- work with librarian to coordinate volunteers
- **Movie Night** – contact movie company; select movie; organize refreshments; advertise
- **5<sup>th</sup> grade activities**- Work with 5<sup>th</sup> grade teachers and administration to plan events for 5<sup>th</sup> grade students (picnic, skate night, Bruster's night, etc)
- **Holiday Shoppe** – contact company; advertise; coordinate volunteers
- **Bingo Night** – set date; collect prizes; contact sponsors; organize volunteers; advertise; order supplies
- **Father/Daughter Dance** – set date; DJ; refreshments; tickets; decorations; volunteers
- **Mother / Son** – plan, organize, and implement activity designed to celebrate mothers and sons
- **Yearbook** – take pictures; be in contact with company; create layout; collect orders; distribute yearbooks; organize volunteers

### Community

- **Partners in Education** – visit community businesses to acquire sponsorships and/or monetary

donations to support the school based on the schools partnership structure

- **Community Care** – organize **red ribbon week** activities (advertise, decorate, send home communication, etc)
  - **Can and coat drive** – work with the counselors to collect cans and coats
- **Box tops for Education** – send home collection sheets, collect box tops, count, submit, and distribute prizes
- **Spirit nights** - contact local business and plan dates for spirit nights, advertise (FB, web page, phone blast); coordinate student council members to be at locations to advertise

### Communication

- **Newsletter** – collect information from principal, staff, committee chairs, etc. to create a document to email to parents/staff weekly about upcoming events and information
- **Bulletin board** – display up-to-date information to parents and staff about upcoming PTA news (new board in front of cafeteria)
- **Website** – keep the Starling PTA website up-to-date

### Academic Support

- **Reflections** – advertise, collect entries, prepare and deliver entries to district location; distribute awards
- **Student/ staff recognition** – staff/ volunteer of the month; 9 week/semester awards; honor breakfast in May