

Nesaquake PTA Committee Chair & Volunteer Form 2010-11

Please consider a volunteer position to support our children. The 2010-11 PTA will need your help to make next year a success. Progress can only be made through your involvement.

Please review the following list of Standing Committees. In the space provided, kindly indicate if you may be interested in being a chairperson of a committee. It may be helpful to indicate 1st, 2nd and 3rd choices. Each committee will need a number of volunteers who are willing to make, at least, a short-term commitment to support its events. After reviewing the brief description of duties performed by each committee consider lending a hand. If you agree to volunteer for a committee, your name, phone number and/or e-mail address will be given to the committee chairs to call on as the need arises. You may choose to volunteer at your convenience.

If you find you need more information before making a decision, please don't hesitate to call Vanessa Starr at 584-2019, or any of the current Committee Chairpeople. Thank you, in advance, for your support.

Name _____ Phone# _____

E-Mail: _____

Committee Description

_____ **Bd. of Ed/Legislative/CABRC/Facilities:** Attend regular school board meetings, budget meetings and legislative meetings as they arise and reports the information back at PTA meetings.

_____ **Beautification:** Interest in coming up with creative ideas to make the school grounds and building (inside and outside) look its best! (i.e. filling the planters with fresh flowers, taking photos of the students to hang around the building, etc.)

_____ **Blood Drive:** Schedule and organize biannual blood drive.

_____ **Box Tops:** Collects and sends in "Box Tops for Education", Target discount cards, magazine coupons, toner cartridges, etc. to obtain reimbursements from corporations for school supplies.

_____ **Cultural Arts:** Arrange a program of events to support the curriculum of each grade level. Coordinated with Principal, Faculty, and PTA Treasurer.

_____ **Health & Wellness:** Serves as a representative to district's Substance Abuse Prevention Committee. Plans "Red Ribbon Week" and other school activities and workshops related to safety, dangerous substances, etc. Establishes programs and events to promote health, physical fitness and wellness.

_____ **Hospitality:** Prepares and assists with refreshments for PTA events. Coordinates hospitality for Meet The Teacher Night and other events during the year.

_____ **Membership:** Runs Membership drives, enrolls members and collects dues. Staffs membership table at Meet the Teacher Night and keeps accurate membership records.

_____ **Moving Up Dance:** Coordinates the 8th grade year-end dance along with the teacher coordinators.

_____ **Popcorn Fridays:** Schedule volunteers, make and sell popcorn to students on the last Friday of every month. Helps set up and clean up.

_____ **Reflections:** Promotes the school's participation in this achievement program. Collect children's submissions (i.e. Photos, poems, essays, art work, etc.) relative to the theme and bring to the designated school for judging. Topic for next year to be announced. Distribute an acknowledgement to all participants (optional).

_____ **School Photos:** Coordinates School Photo Days in the fall. Assists the first and second days of school with school photo ID preparation.

_____ **SEPTA:** Special Education PTA. Serves as liaison between Smithtown Special Ed. PTA and NMS PTA. Responsible for attending monthly meetings and any other pertinent forums to keep membership informed of Special Education issues.

_____ **Spiritwear:** Coordinates sale of spiritwear at various school events. Collects, processes and distributes orders. Works closely with Treasurer.

_____ **Staff Appreciation Day:** Coordinates a "Thank-you!" breakfast or luncheon event for faculty and staff in May (date to be announced).

_____ **Website:** Maintains Nesaquake PTA website. Posts relevant information to the website from PTA president and committee members in a timely fashion.

_____ **Yearbook:** Plans and designs our yearbook with the Photography company.