

BBBS PTA COMMITTEE LIST 2019-2020

*** WE ARE ACTIVELY SEEKING VOLUNTEERS FOR ALL OF OUR COMMITTEES! ***

Please CIRCLE the committees that you would like to be involved with throughout the school year. Also, where indicated, please circle the school you would prefer to volunteer at (ex. BB or BS).

We are also seeking Committee Chairpersons. If you would like to chair or co-chair an event, please mark the committee box with an *.

NOTE: The basic responsibilities of a committee chair include coordinating volunteers, advertising through approved flyers, tracking participation and expenses, and seeing the event through. This is all done with support from the executive board and volunteers, never alone! If you have ever considered chairing an event or would like more information on doing so, please contact us now! We would love to work with you!

<p>BOOGIE BASH **NEW FOR 2019-2020 Trunk-or-Treat is coming indoors for a Halloween celebration! Come decorate a table instead of your car and kids will trick-or-treat in the gymnasium along with other fun-filled surprises! Volunteers are needed to help check-in participants, set-up, clean-up, etc. The chair is responsible for enrollment, collecting payment, securing judges, music, distributing prizes, etc.</p>	<p>DVD SALES The second grade and kindergarten shows are recorded. DVDs are sold to parents for lasting memories. Volunteers are needed to help distribute DVDs and possibly record the events with provided equipment. The chair is responsible for contacting the high school media department, collecting and distributing orders.</p>
<p>BOOK FAIR A book fair is held over 2-3 days in each school in Fall and Spring. Volunteers are needed to set-up and clean-up the fair and help children choose books. The chair at each school is responsible for booking the next fair, sending payment, set-up, clean-up, and coordinating volunteers, etc.</p> <p style="text-align: right;">BB / BS</p>	<p>FAMILY MOVIE NIGHT Free family event! Enjoy a night out at the movies in our gymnasium. Volunteers are needed to help chaperone this event. A chair is needed to select a movie, create a flyer, advertise, coordinate volunteers, etc.</p>
<p>BOX TOPS Every Box Top is worth ten cents! Volunteers are needed throughout the year to help count monthly Box Top collections. The chair coordinates collections and sends counted Box Tops out for payment.</p>	<p>FATHER'S DAY SALE **NEW FOR 2019-2020 Surprise your special guy with a treat for Father's Day! Volunteers are needed to help package and distribute items to classes. The chair is responsible for organizing, tracking orders, payment, coordinating volunteers, etc.</p> <p style="text-align: right;">BB / BS</p>
<p>CARNIVAL Always a family favorite! A night filled with games, prizes, snacks, music and so much more! Volunteers are needed to help plan, run games, check-in families, serve snacks, distribute prizes, etc. The chairperson oversees the planning, advertises the event, tracks participants, works with necessary vendors, etc.</p>	<p>FIELD DAY A highly anticipated, fun-filled day towards the end of the school year! Volunteers are needed to help set-up, break down, distribute water, and reward participants with ice pops! The chair is responsible for coordinating volunteers, ordering & distributing t-shirts, purchasing water, ice, & ice pops, etc.</p> <p style="text-align: right;">BB / BS</p>
<p>CLOTHING DRIVE Volunteers are needed in both the Fall and Spring to help collect donated clothes and other items on the day of the event. The chair is responsible for booking the event and remaining at the event until the truck arrives for pick-up around 1pm.</p>	<p>FIFTH GRADE CELEBRATION & MOVING-UP CEREMONY We have celebrating our 5th graders and sending them off with fond memories of Barclay Brook & Brookside! Volunteers are needed to help distribute t-shirts and help at the celebration event. They may also be required to help plan the event at the chair's discretion. The chair is responsible for ordering class t-shirts, planning & coordinating the celebration event, securing decorations for the daytime school event and moving-up ceremony, etc.</p>
<p>CULTURAL FAIR – BROOKSIDE SCHOOL We live in a world overflowing with diversity and it is always fun to learn more about other cultures! Volunteers are needed to represent countries from around the world with a short presentation. The chair is responsible for coordinating volunteers and countries to engage students as much as possible, etc.</p>	<p>FLOATER VOLUNTEER There are always occasions where we will need more help! This committee is a great way to receive information about all the events we are planning and gives you flexibility to help when you can! These volunteers will also be contacted if either school principal asks for assistance with events such as Wellness Week, decorating for end of year shows, etc.</p>
<p>DINE-TO-DONATE Restaurants will donate a percentage of sales on a predetermined date. A chair is needed to book these dining events and advertise them to the school community.</p>	<p>GRANT COMMITTEE Teachers deserve support to teach our children! Volunteers are needed to help process grant requests.</p>

<p>HALF DAY SNACK SALES Since the cafeteria is closed on half days, the PTA offers pre-determined snacks for sale at Barclay Brook. Volunteers are needed to help distribute snacks on half days. The chair is responsible for collecting orders, purchasing snacks, coordinating volunteers, etc.</p>	<p>SPIRITWEAR We love to show our Falcon Pride! Volunteers are needed to help distribute orders in Fall and Spring. The chair is responsible for design, vendor, collecting orders & payments, receiving orders, coordinating volunteer distribution, etc.</p>
<p>HOLIDAY SHOP A Holiday Shop is held for two days at each school to offer children the opportunity to purchase affordable gifts for loved ones during the winter holidays. Volunteers are needed to help with set-up & break-down, collect money and help children purchase gifts within their budget. The chair is responsible for coordinating volunteers, receiving merchandise at school, returning merchandise to vendor, sending in payment to vendor, reordering, etc.</p> <p style="text-align: right;">BB / BS</p>	<p>SWEETS AND TREATS We deliver love on Valentine's Day with treats from loved ones! Volunteers are needed to package & deliver treats. The chair is responsible for tracking participants, ordering treats, coordinating volunteers, etc.</p>
<p>ICE CREAM SOCIAL It's back-to-school time so let's gather with our BB & BS friends and families for some ice cream! Volunteers are needed to help check-in families, distribute ice cream, set-up & clean-up. The chair is responsible for organizing the event, tracking participants, ordering supplies, coordinating volunteers, etc.</p>	<p>TEACHER APPRECIATION Our teachers are incredible and we all know it! Every May we get to show them how much we appreciate them! Volunteers are needed each day for a week to set-up & break-down treats, breakfast, and lunch. Help is needed behind the scenes for planning prior to the event. The chair is responsible for final decisions, ordering catered meals, coordinating volunteers, etc.</p> <p style="text-align: right;">BB / BS</p>
<p>KIDS PAINT NITE Kids get a chance to create a masterpiece! Volunteers are needed to help set-up & clean-up and provide a snack during drying time. The chair is responsible for contacting the instructor, tracking participants, collecting payment, purchasing necessary materials, etc.</p>	<p>THEATER WEEK **NEW FOR 2019-2020 Calling on our student actors & actresses! Please join us for a week-long children's theater program & Friday evening theatrical performance! Volunteers are needed for after school rehearsals Monday- Friday and at the Friday evening performance, ticket sales, concessions, etc. The chair is responsible for working with the vendor, coordinating week-long rehearsals and performance time and venue, tracking ticket sales, coordinating volunteers, etc.</p>
<p>KINDERGARTEN PUMPKIN PATCH Our Kindergarteners prepare a special treat for their families every October! Volunteers are needed to help set-up the pumpkin patch in the evening. The chair is responsible for obtaining the pumpkins and coordinating volunteers.</p>	<p>TOOLBOX We make school supply shopping easy, while raising money for our schools and donating a meal to children in need! In the Spring, the chair is responsible for working with the principals and vendor to compile a school supply list by grade for the upcoming school year. Kits are delivered directly to your home after your order is placed.</p>
<p>MOTHER'S DAY SALE **NEW FOR 2019-2020 Surprise your special lady with a treat for Mother's Day! Volunteers are needed to help package and distribute items to classes. The chair is responsible for organizing, tracking orders, payment, coordinating volunteers, etc.</p> <p style="text-align: right;">BB / BS</p>	<p>TRICKS AND TREATS We delight children with Halloween themed goodies on Halloween! Volunteers are needed to help package and distribute treats. The chair is responsible for tracking participants, ordering treats, coordinating volunteers, etc.</p>
<p>PIE SALE What's the best part of Thanksgiving...dessert of course! Delicious pies are ordered from a local orchard and families can pick them up just in time for Thanksgiving. Volunteers are needed to help distribute orders just before Thanksgiving. The chair is responsible for tracking orders, collecting payment, coordinating vendor & volunteers, etc.</p>	<p>YEARBOOK The yearbook is a beautiful culmination of the school year's fun memories! Volunteers are needed to take pictures at ALL school events throughout the year. The chair is responsible for collecting/organizing pictures, formatting the book, communicating with the vendor, meeting publication deadlines, distributing books, and more! **Multiple chairs are VERY helpful for this committee!</p>
<p>SCHOOL STORE **NEW FOR 2019-2020 Need school supplies during the school year? Students can shop at the school store to purchase supplies & other items. Volunteers needed to work the cart/store monthly. The chair coordinates supplies, inventory, flyers, payments, volunteers, etc.</p>	<p>PLEASE NOTE: If there are any events you would like to possibly ADD to the calendar please contact us today! We love new ideas or to bring back popular events! Examples incl. Tricky Tray, Father/Daughter Dance, Variety Show, Casino Night, Bingo, etc. We NEED your talents and chairperson abilities to bring these back!!!</p>

PARENT'S NAME: _____

STUDENT'S NAME: _____ GRADE: _____ TEACHER: _____

PARENT'S EMAIL: _____ (please WRITE CLEARLY)

All volunteers will be emailed a confirmation when we receive this form. If you do not receive an email within two weeks of returning this form along with your membership form, please contact Cherilynbbbspta@gmail.com to ensure that we have the correct spelling and email address for you. Thank you for volunteering and we look forward to a fantastic year ahead!