

PTSA COMMITTEES

- ❖ **Art Resource** - Committee will focus on providing the volunteers needed to create an Art learning experience and resource for the school. Each grade level will complete one project a year. Resources and materials and Art Docent funded through PTSA funding and support for a school-wide art program.
- ❖ **Fall Carnival**– This committee is charged with handling the annual event planned for the end of October with a Harvest Festival theme. PTSA and area high school student volunteers coordinate games, prizes, refreshments, decorations, and ticket sales. Food can be hired out or volunteers within.
- ❖ **Community Service** - This committee works with the principal, nurse, counselor and teachers to find needs within the school and community and implements appropriate programs, such as a coat and blanket or food drives for holiday giving.
- ❖ **Cultural Arts** - This committee brings in high quality, dynamic programs to complement and enrich classroom study. Ideas for Cultural Arts events can be solicited from teachers, parents or other resources. Programs have included opera, drama, music, disability, and ethnic celebrations.
- ❖ **Emergency Preparedness/Health & Safety** – This committee works with trained staff for the continued implementation of Emergency Preparedness Plan for our school. This includes taking yearly inventory and ordering necessary supplies for our Emergency Prep container, usually on a 5-year replacement cycle for perishable items.
- ❖ **End of School Field Day** – An opportunity for the kids to have FUN at the end of school! Coordinate with Ms. Magnuson to get the kids involved in fun activities to celebrate another successful year in school.
- ❖ **Fall Fundraiser/Fun Run** - The Fall Fundraiser is one of Hazelwood’s two fundraisers. All students join their classmates on the school grounds on an energy-charged day in early fall doing laps. PTSA members participate in planning, lap checkpoints, awards tracking and distribution, as well as publicity.
- ❖ **Fifth Grade Recognition** - This committee oversees the 5th grade events and fundraising throughout the year. A special ceremony is the final event for students going on to middle school. Help plan for these transition events, which have in the past years included an awards presentation, photos, a slide show and refreshments. This committee also heads up the legacy project. (Fourth grade parents are usually asked to participate on the day of the Recognition Ceremony so fifth grade parents can focus on their students’ big day).

- ❖ **First Week of School** - Help organize volunteers for the first week of the new school year. Volunteers answer students and parents basic questions regarding teacher and room assignments, and help staff reinforce general a.m. and p.m. routine.

- ❖ **Freebee Fundraising** –This committee supports a less time consuming way to earn money for our students and to continue our beneficial programs by coordinating the key fundraising opportunities offered by area businesses. These include eScrip, Scrip, Employee Matching, Starbucks Community Partnership, Box Tops and more. Perfect for one or two people who do not have a lot of time but have a desire to be a part of our efforts.

- ❖ **Grants, Scholarships and Awards** - This committee handles grant requests for PTSA funds during the school year, reviews applications of graduating seniors pursuing secondary education, as well as nominations to recognize our school’s outstanding volunteers and teachers. This would include soliciting, processing and approving requests and nominations from parents, teachers, and staff with the feedback of the Board.

- ❖ **Hoofbeats (E-Newsletter)** – The PTSA weekly e-newsletter brings staff and families the current and upcoming news. Editor, reporters, artists, photographers and other special skills could be utilized to assist in this school and community news effort. Additionally, a one page PTSA highlights due by the 20th of each month to go out with the Principals Newsletter each month.

- ❖ **Hospitality** - This committee provides and sets up refreshments at PTSA meetings. They also provide refreshments during the Meet & Greet event held by Hazelwood before the start of each school year. Other responsibilities include sending get-well, sympathy and congratulation cards to the Hazelwood community.

- ❖ **Mustang Clothing** - T-shirts, sweatshirts, pants and other goodies with the Hazelwood Mustang logo will be available for sale to show your school spirit. Volunteers help take orders, then bag and distribute the clothes. Parents, friends, family and staff are encouraged to join the fun and buy your Hazelwood Mustang clothing as well.

- ❖ **Pancake Breakfast & Book Fair** - Teachers and parents flip pancakes and serve a terrific breakfast to the community. Students help with set-up and clean up. The Pancake Breakfast will be held this year with a Scholastic Book Fair. This committee will coordinate with the Scholastic Book associate, while facilitating the Pancake Breakfast.

- ❖ **School Play or Drama Workshops** – This committee works with Youth Theatre Northwest to organize auditions, rehearsals and performances. Youth Theatre Northwest provides all the scripts, directors, costumes and sets. We just need a committee of producers to organize, facilitate and work on performance night. All 2nd-5th grade kids that want to participate can! It can be held each year if there is a chairperson in place and if the budget allows. Otherwise, it will be held every other year from the Talent Show. An alternative to the school play is to host Drama Workshops with in the school year.
- ❖ **Popcorn and a Movie** – This is a fun new addition to Hazelwood. Popcorn once a month for the whole school, plus an afterschool movie and popcorn for any who want to come in December. A fun event for all students and families.
- ❖ **School Pictures** – sign up to help kids line up for school pictures and class pictures. Chair will set up the volunteer schedule.
- ❖ **Reading Express** - Assist the RSD Reading Express consultant in coordinating volunteers who give one hour a week to students who require a little more one on one time with their reading. This committee will also provide volunteer resources for Family Reading Night.
- ❖ **Reflections Art Fair** - Students use their talents to create artwork, stories, photos, and/or music. Participate in the judging or help plan the displays and awards ceremony. This is a national PTA program, beginning in early fall, and the Art fair will take place in November.
- ❖ **Room Parent Coordinator** – This new committee will coordinate communication in a weekly email to their respective classes. The chair will let the room parents know about PTSA events to include in the email. The Room Parent will also coordinate volunteers from their class for auction projects, basket bonanza, fun run and new family communication. The teachers will communicate how each room parent can best help their classroom.
- ❖ **Science Fair** - Help plan this all-school event to showcase our students' interests and talents with science. Volunteers are needed in all areas of planning, set-up, crowd control, publicity, etc.
- ❖ **Spring Fundraiser/Auction** – This committee is responsible for all facets of the event from procurement through the night of the event. Many opportunities for volunteering on this committee are available and help is needed before and during this event in the spring.
- ❖ **Staff Appreciation** - Volunteers organize tokens of appreciation for Hazelwood's teachers and staff that can be made throughout the year or during a weeklong event in May. This involves baking, decorating, serving lunch, and creating new ways to show we think they are the best!

- ❖ **Student Directory** – This person is responsible for updating, printing and distributing the student directory. They will send out an information form to parents and compile that information along with teacher information, PTSA information and business ads, etc. to create the directory

- ❖ **Talent Show** - The production involves publicity, coordination and organization for a smooth operation. Good communication is necessary with both students and parents. This is a real favorite for our kids to show off their talents.

- ❖ **Website Administrator** – Use your web design and construction talents to help keep our PTSA members informed about Hazelwood and District happenings. This position does not require physical school presence.

- ❖ **Yearbook** – This committee records all of the fun events and precious moments of our children’s school year. One volunteer per classroom is needed to submit photos of the kids at work and play during school events. The chairperson gathers all of the material and uses an online, simple to use program to put the book together. The committee is also responsible for the sale and distribution of yearbooks.