

## PTSA COMMITTEES

- ❖ **Art Resource** - Committee will focus on providing the volunteers needed to glaze and fire the art pieces facilitated by the Art Teacher/Docent hired to come in and teach art through a clay medium. 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.
- ❖ **Carnival/BBQ**– 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. BBQ 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 primary fundraisers. All students join their classmates on the school grounds on an energy-charged day in early fall doing laps and/or activities. PTSA members participate in planning, lap checkpoints, awards tracking and distribution, as well as publicity. This event is generally scheduled in late September or early October.
- ❖ **Fourth Grade Fundraiser** – Since 5<sup>th</sup> Grade Science Camp is new this year and takes place just a few weeks after school begins, we would like 4<sup>th</sup> graders to do their fundraiser for 5<sup>th</sup> Grade Science Camp in 4<sup>th</sup> Grade. This can be a Holiday Poinsettia sale, Cookie Dough Sale or something else. Get creative. This is an important part of the students raising money for their own event. It creates pride and accomplishment for them.

- ❖ **Fifth Grade Recognition** - This 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).
- ❖ **Fifth Grade Car Wash and Bake Sale** - Parents of our fifth graders also assist with the annual car wash and bake sale, which provides funds for a class gift to the school
- ❖ **Fifth Grade Field Day** – A half day event which has historically taken place and Newport Swim Club and Hazelwood Park. This committee organizes the event and chaperones.
- ❖ **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 20<sup>th</sup> 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.
- ❖ **Math Night & Ice Cream Social** - This committee is responsible for the family math enrichment night in the spring. This committee provides volunteer resources for Family Math Night, which involves coordination with the Principal and staff. In addition, an ice cream social in the commons where families enjoy a yummy treat.
- ❖ **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.
- ❖ **New Family Liasion** – This is a new committee to Hazelwood. The committee will coordinate with Room Parents to make contact with every new family to Hazelwood. A new school can be overwhelming, and a smile and conversation about how to get “plugged in” to our amazing community is just what we need! So come join this committee – also help facilitate Kindergarten Roundup in the spring with welcome packets.
- ❖ **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** – 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 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.
- ❖ **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 and April. 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.

- ❖ **School Store** – Back by popular demand. The school store will be manned by student council members once or twice a month during lunch in the Commons. Bring your shopping savvy to this committee for buying hot items. Committee is responsible for overseeing the sales and helping students to advertise.
- ❖ **Reading Express** - Assist the RSD Reading Express consultant in coordinating the volunteers who give at least one hour a week to give extra encouragement and help 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.
- ❖ **50/50 Raffles** – This is a new committee this year. Volunteers will organize the distribution of a book of raffle tickets for each household. All sold tickets will be turned in to school, where the winner will be announced at the Fall Carnival and the second 50/50 raffle at the Spring Auction. 50% of the proceeds go to the school and 50% go to the winner. This will hopefully fund the entire school's field trip budget for the year.
- ❖ **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 is usually held in the spring and 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. It can be held every year if there is a chairperson in place and the budget allows. Otherwise, it will be held every other year from the Play.
  
- ❖ **Website Administrator** – Use your web design and construction talents to help keep our PTSA members informed about Hazelwood and District happenings. Coordinate with the Secretary to keep us up-to-date regarding items of interest throughout the school year. 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. This committee can utilize the senior journalism students from Hazen high school for additional volunteers. The committee is also responsible for the sale and distribution of yearbooks.