

## Shabonee PTA Committees

### Committee - **Book Fair**

Time Commitment - **Moderate**

Description - **Held for 3 days in mid-October during conferences. Helps with publicity, set up, teacher/student wish lists, and works shift(s) during Fair hours – day & evening shifts available. Coordinates with Room Parent Coordinator for volunteers as needed with ice cream social night.**

Committee Members Needed – **8**

### Committee – **Box Tops**

Time Commitment - **Moderate**

Description - **Organizes the collection of Box Tops for Education via contests and promotions. Box Tops are counted twice a year (October and February) and submitted for reimbursement.**

Committee Members Needed – **3**

### Committee – **Club 27**

Time Commitment - **Moderate**

Description – **Have you ever attended or placed a bid at Club 27? We've had five wonderful years and would love to have another! Join the committee to make this districtwide parent night out fundraiser a reality for 2019–20! Help with the planning of the district wide Club 27 fundraiser.**

Committee Members Needed – **6**

### Committee – **Council 27 5K Run**

Time Commitment - **Moderate**

Description – **You've raced, you've taken pictures, now join the committee to make it happen and raise funds for the Rohrabough Scholarships given to graduating seniors from District 27. Help plan our 5K run tentatively scheduled for September 21, 2019. This committee begins meeting in late July/early August.**

Committee Members Needed – **6**

Committee - **Directory**

Time Commitment - **Minimal**

Description - **Assist with proof reading of directory content prior to final publishing. This task would also be a couple of hours in October. The dates are dependent on how quickly the data entry occurs and how quickly the proofs are created.**

Committee Members Needed – **2**

Committee – **Display Cases**

Time Commitment - **Moderate**

Description – **Coordinates the schedule and maintains the display cases in the library. Cases display student collections from all grade levels during the school year. The displays are changed monthly, or more frequently based on student participation.**

Committee Members Needed – **4**

Committee - **Environmental**

Time Commitment - **Moderate**

Description - **Supports Eco-Empowered Kids Coordinator and related programs throughout the year, as appropriate. Environmental Committee programs may include: Recycling collection programs (special November program and year-round collections), spring Book Swap, Earth Month compost collection and related activities.**

Committee Members Needed – **4**

Committee - **Family Night**

Time Commitment – **Moderate**

Description - **Plans, publicizes, implements and works at 3 family events each year. Family nights are typically held in September, January (movie night), and April.**

Committee Members Needed – **6**

Committee - **Fundraising**

Time Commitment - **Minimal**

Description - **Works with HP & WO to develop & organize fundraising opportunities for Shabonee and D27. Requires ability to communicate well with members of community and parents. Active all year.**

Committee Members Needed – 3

#### Committee – **Library Aides**

Time Commitment - **Minimal**

Description - **Coordinates and schedules parent volunteers in the library program. Monthly commitment for 30-60 min requested of committee members. This committee ideally has a chair, a committee of core helpers, and also occasional or one-time volunteers throughout the year.**

Committee Members Needed – 3

#### Committee - **Membership**

Time Commitment - **Moderate in Aug Sept Oct**

Description - **Publicizes and recruits PTA membership from Shabonee families and staff. Collects dues and data, reporting to the Treasurer by October 1st. Helps distribute directories to PTA members in early fall.**

Committee Members Needed – 2

#### Committee – **Room Parent Coordinator**

Time Commitment - **Minimal**

Description - **Solicits and organizes room parent volunteers in first weeks of school. Shares guidelines and classroom info with room parents for 3 classroom parties. Valentine party is a philanthropic “give back” event.**

Committee Members Needed – 1

#### Committee - **School Supplies**

Time Commitment - **Minimal**

Description - **Coordinates pre-order of school supplies from the selected vendor (currently EPI). In Spring collects teachers’ supply lists, finalizes quote with vendor, and promotes online ordering to the parents. Solicits 3-5 volunteers for a 1-day kit sorting in August, for distribution to the kids. Works with teachers to replace or order any needed supplies through the year.**

Committee Members Needed - 1

Committee – **Spiritwear**

Time Commitment - **Minimal**

Description – **Selects styles, items, orders, sells spiritwear and other promotional items throughout the year. Work to secure best prices from vendors.**

Committee Members Needed – **2**

Committee – **Spring 5<sup>th</sup> Grade Lunch Party**

Time Commitment - **Minimal**

Description – **Plans and executes a “goodbye” party for the 5<sup>th</sup> grade class (typically the day before Field Day).**

Committee Members Needed – **5**

Committee - **Square 1 Art**

Time Commitment - **Moderate in December - April**

Description - **Coordinates spring fundraiser and works w/art teachers to promote, collect, and distribute orders to families.**

Committee Members Needed – **1**

Committee - **Teacher Appreciation**

Time Commitment - **Moderate**

Description - **Plans and manages "Welcome Back" (Aug) and "Holiday" (Dec) events for teachers & staff. Plans and coordinates daily activities for Teacher Appreciation Week in May.**

Committee Members Needed – **8**

Committee - **Yearbook**

Time Commitment – **Significant for Chair; Moderate for committee**

Description - **Yearbook Committee members select 2-4 pages to manage: responsible for taking pictures and creating layout using pre-designed templates or your own creativity. Responsible for making sure all students are shown in classroom collage. Committee chair works with TreeRing all year to create template for book, organize committee/pages, coordinate orders and distribution.**

Committee Members Needed – **10**