



## Ralph R. Smith Elementary School PTA

### ACTIVITIES & COMMITTEE DESCRIPTIONS

**Arts in Education:** (Throughout year) This chairperson & committee works with the teachers to select various programs to bring into our school. Possible programs brought in the past include: 2<sup>nd</sup> grade field trip to the Bardavon, 4<sup>th</sup> grade Mt. Gullian Field trip, & Mad Science.

**Birthday Bulletin Board & Buttons:** (throughout the year) Each child's name is posted on a bulletin board in the school lobby during the month of their birthday and will receive a personalized button to wear on their birthday. Summer birthdays are recognized in June.

**Book Fair:** (Fall and Spring) Work with the chairperson bringing Scholastic Book fairs into the school for students to purchase books and other educational materials during school and one evening during the week. Volunteers are needed in the mornings and afternoons during the 1 week of each book fair to help students select and purchase books. Volunteers may sign up for specific days and times. Help is also needed to setup and take down this event sometimes which can be after school or evenings.

**Box Tops for Education** (Throughout year) This chairperson encourages all school members to collect various cereal box top labels and send the labels to school. The chairperson submits the labels to the respective company for redemption which can be used to purchase various school supplies.

**BLT (Building Team Levels)** One representative from PTA attends these meetings and reports back at the monthly PTA meeting. The make-up of the BLT is to have a mixture of people from different groups; parents, principal, certified Staff, non-certified staff, and community members. Our BLT tries to make our school a better place for children, their families, our staff, and the entire Ralph R, Smith community.

**Campbell Soup Labels:** (Throughout year) This chairperson encourages all school members to collect various labels and send the labels to school. The chairperson submits the labels to the respective company for redemption which can be used to purchase various school supplies.

**DLT (District Team Levels)** One representative from PTA attends these meetings and reports back at the monthly PTA meeting. Each school is represented by (1) the principal, and (2) two representatives, at least one a parent or community member and approved by the Building Leadership Team (BLT). The Superintendent of Schools facilitates this committee's work. The DLT meets monthly, focusing on issues as determined by the committee.

**Doll Tea:** (early Dec.) This event is planned for the community to come together in part as a playground fundraiser while getting girls, their dolls and friends and family together for our fun filled day.

**Family Fun Night Activities:** (usually in Feb.) This evening is designed for the school community to get together, make new friends and have fun. Possible Family Night activities include: Dance DJ, Magician, Ice Cream Social, Family Movie Night, Family Arts & Crafts Night, Family Game Night, Family Science Night, & Family Fitness Night.

**Father's Day Pancake Breakfast:** (June) Volunteers are needed to work at Applebees serving up a delicious pancake breakfast just before Fathers Day. Although this is a fundraiser for our playground, it is a great social event to mix with other families.

**Field Day:** (June) Work with Mr. Moughan, PE teacher, for a day of fun activities and events with the entire school participation. Lots of volunteers are needed to work morning or afternoon or both sessions at each of the sports stations. PTA sponsors T-shirts for every child in the school.

**Fifth Grade Moving Up Ceremony:** (June) We ask 4<sup>th</sup> grade families to help with cake & punch and set up on this special day so our 5<sup>th</sup> grade families can enjoy this special occasion. 5<sup>th</sup> grade parents are needed to plan and organized this event.

**Fifth Grade Activities:** (June) This committee works closely with teachers and parents to make the fifth grade students last year a special one. PTA is proud to sponsor a 5<sup>th</sup> grade Field trip, end of year swim party & graduation photo gift. Representatives will help plan and prepare for these events.

**Fall Fund Raising Committee:** (September-October) This is a major fundraiser for the year which finance the major portion of the Ralph R. Smith PTA's programs. In September the student body sells the product, we need volunteers to help tally the orders and then help distribute the item when it arrives at school.

**Garden Club:** (throughout the year) This committee helps to beautify our school by planting and maintaining flowers throughout the grounds.

**Halloween Party:** (last Friday in October) Family fun night where families, students and staff come dressed in their Halloween costumes. Haunted and un-haunted houses, cake walk, games/DJ, arts 'n crafts, Bingo, refreshments are just some of the fun things available during this fun evening. Only through the many volunteers is this night possible. We ask that you work just one 45 minute session at any one of the above events.

**Holiday Shoppe:** (December) This committee coordinates with the vendor and schedules parent volunteers to run a gift shop for students' to do their own shopping at a low cost. Volunteers work throughout the day school as many or little hours they can to help students shop during the day. Help is also need to help set up and take down this event which can be before and/or after school, or possible evenings.

**Membership:** (throughout year) This committee works throughout the year building our membership and speaking to other parents on a casual level regarding the Ralph R. Smith PTA and encouraging their participation.

**Meet the Teacher Night:** (September) Volunteers are needed to work at the PTA table talking to families about PTA events and encourage membership.

**Memorial Day Parade:** (May) Parents, Teacher, staff and RRS students walk in the Hyde Park Memorial Day Parade showing our school spirit and pride.

**Monthly Newsletter (Hoot & Holler):** (Throughout the year) A newsletter is distributed to students monthly to take home containing news, announcements, information on upcoming activities, helpful hints, and dates for activities that the Ralph R. Smith PTA is hosting. Members and staff submit information, which is then collected, typed, copied and distributed by the Newsletter Committee. Also help to photocopy and distribute to all students and faculty. Being computer savvy is helpful.

**Monthly PTA Meetings:** (Monthly) The meetings are usually held on the second Tuesday of each month at 7 PM in the Art Room. Please consult the school calendar for specific dates. Everyone is welcome to attend. FREE child care is provided during the meetings by Girl Scouts. Membership is required in order to vote. Membership dues are \$10- per adult and \$5- per student.

**Orientation - Kindergarten & New Student:** (June & end of August) This committee assists school staff to orient kindergarten and new families become acquainted with the school. We provide a short orientation to the school and the function of our PTA for incoming kindergarten and new students & their parents. Fellow RRS students provide tour of the school, pointing out where special locations are such lunch room, music, art, gym, library, nurse. We also provide a light snack during these programs and help the parents become better acquainted.

**PARP (Parents as Reading Partners):** (usually March) A school wide activity to promote reading at home. Students keep a log for a few weeks and receive recognition for the achievements. This committee develops various programs and fun activities for the students to participate in during the weeks of the program. Volunteers keep track of reading logs handed in by students weekly and activity sheets. Volunteers purchase prizes and hold a celebration at the end.

**Picture Days:** (fall & spring) Volunteers are needed to work with the school photographers to escort classes to the auditorium and to help with supervision while waiting for pictures. Three to Five volunteers are needed to work as little or as many hours as they can during the school day.

**Price Chopper Tools for Schools:** (throughout the year) Register your Advantage card to help us earn free product for our school use. CODE:16150

**Reflections:** (Oct. thru Dec.) This program provides students with the opportunity to exhibit literary, photographic or artistic works on a set theme. Qualifiers can go on to display at region, state and national level. Parent volunteers present great works of art completed by our students. The artwork is displayed for families to come and admire. The chairperson brings the work to a local review and sends it on to the next level.

**Science Fair:** (February) PTA assist students in obtaining their science boards at reasonable prices by allowing them to purchase them at the school. PTA also finances the prize ribbons.

**Spring Fund Raising Committee:** (April-May) This is our second major fundraisers for the year which finance a portion of the PTA's programs. This committee researches options and decides on fundraising programs. In Student body sells the product, volunteers help tally the orders and then help distribute the item when it arrives at school.

**Staff Appreciation Week:** (May 1-5) Arrange annual breakfast & luncheon for teachers and staff as a thank you for all of their hard work. Also, coordinate fun activities to involve the students in showing their appreciation. Parents get the opportunity to show their appreciation by donating food items for these events.

**Student Banking:** (throughout the year) Children are invited to open a savings account through Ulster Savings Bank. Once a month they can bring in their money and make a deposit. Parents volunteer to collect bank books and money for the deposits.

**Target Credit Card:** School ID:76398 The school will receive 1% of the amount of each purchase in the form of a cash donation from Target through the Take Charge of Education® program. It's easy. Just visit [target.com/tcoe](http://target.com/tcoe), or call 1-800-316-6142 to designate our school.

**Ultimate Discount Cards:** (Nov./Dec.) The Ultimate Discount Card™ is the thickness of a standard credit card. It offers two sides worth of coupons (usually 24) that work every day for one entire year.

**Yearbook:** (throughout the year) This project is worked on all year long and available for sale in the spring. Includes all class pictures and many candid shots from the year. Parents are invited to send in pictures from school happenings during the year to the yearbook committee for possible inclusion in the yearbook.

**Remember\*\*\* Fill Out the [VOLUNTEER FORM](#)**