

Committee	Frequency	Description
Babysitting	Once a month	Coordinate with our contact at Addison Trail High School to get students to babysit during our monthly meeting in exchange for community service hours
Box Tops for Education	Ongoing	Collect, count, and turn in Box Tops so our school earns money. Also award the children who turn in the most Box Tops each month
Budget Committee	2 nd week of school, then as needed	Work with the treasurer, committee chairs, and principal to evaluate success of events. Propose initial budget for the fiscal year and help make recommendations for budget modifications throughout the year.
Communication	Ongoing	Recommend and implement ways to communicate to members of our organization, as well as to all parents, school personnel, and the community. Communication methods may include e-mail, text messages, creating and maintaining a website, newsletters, etc.
Family Science Night	Once a year, usually in Feb.	Plan a fun and “experimental” evening for a family fun night out. Volunteers needed to help with these simple experiments.
Field Day	Last day of school (tentatively June 2, 2011)	Coordinate activities which include games, entertainment, and a special treat for the children’s last day of school
5 th Grade Events	2 nd half of school year	Plan the 5 th grade dinner and decorate for the awards ceremony. Coordinate the 5 th grade t-shirt sale in January and reception after the 5 th Grade Musical.
First Day Coffee	1 st day of school Aug 2011	Prepare refreshments for parent coffee on the first day back to school
Fundraiser	Fall	Assist PTA with events to raise money for PTA Sponsored activities
Ice Cream Social	May 19, 2011	Plan and coordinate the annual ice cream social where students and their families are invited to come and enjoy an ice cream sundae and shop at the Book Fair.
ISAT Snacks	March 2 – 11, 2011	Provide brain treats for students in 3 rd – 5 th grade during Illinois Standards Achievement Tests (ISATs).
Membership	Ongoing	Organize the PTA membership drive which includes collecting membership fees, distributing membership cards, and rewarding two classrooms with the most PTA memberships with an ice cream social.
National Library Week	April	Share your love of reading! Plan and implement special activities or programs, decorate the library and share the joy of reading with the children.
Roller Skating Party	Once a year – TBD	Work with Coachlite Skate Center to plan an all school Roller Skating Party

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Room Party	October 29 & December 17 - afternoon	Coordinate the volunteers for the Halloween and Holiday parties for the children. Collect room party fees at the start of the school year and organize party planning.
Santa's Secret Workshop	December 2, 2010 5:00 – 7:30 PM	Work with our vendor the Penguin Patch to plan and coordinate a shop to help students get an affordable head start on holiday shopping for the important people on their lists.
School Beautification	Ongoing	Work with our principal, faculty, and parents to beautify school grounds to show Fullerton pride!
School Supply Kits	Collect orders April/May, Distribute kits in August 2011	Work with our vendor SchoolKidz to obtain quotes on School Supply kits for the 2011-12 school year. Collect orders end of this school year for distribution before school begins.
Senior Citizen Day	December 10, 2010	Plan and coordinate the raffle prizes, decorations and refreshments for our annual concert event which honors our seniors and grandparents.
Sock Hop/Games Night	Once a year: date TBD (April?)	Plan and implement a fun-filled evening for students to enjoy dancing, refreshments, a few games, and prizes.
Spirit Wear	September – October	Coordinate the t-shirt/sweatshirt sale by ordering sample shirts and setting up displays. Send out order forms, collect money and distribute shirts to students.
Sunshine	Ongoing	Send out cards or gift baskets as needed for students who have had surgery, experienced a loss in the family, or for the birth of a new baby brother or sister.
Taffy Apples	October	Organize annual taffy apple sale. Prepare flyers, posters, collect money, order apples and coordinate volunteers on delivery day.
Teacher Appreciation	Nov. 17 or 18, Jan. 31, May 2 - 6	Committee plans special appreciation mementos for National Teacher Appreciation Week. Recruits members to bring desserts/salads to teacher appreciation luncheon and during parent/teacher conferences.
Yearbook	Ongoing	If you enjoy layout, design and picture taking, this committee is for you. Coordinate picture day with the school and yearbook company. Take pictures of students in clubs, activities and special events. Promote sales, collect money, process orders and distribute yearbooks.
Volunteer as needed		Are you happy to help out, but are overwhelmed by the amount of committees available? Please sign here! The school needs help for many different events: like Book Fairs, helping during Picture Day, Dental Sealants, and Hearing & Vision testing days. If we are ever short of volunteers for an event, we'll call you!