

Dear Parents,

**Signal Hill PTA is now forming committees
for the 2009-2010 school year.**

Please read the following information carefully and **return the form on the last page of this handout to the PTA drawer as soon as possible.** WE NEED YOUR HELP!! The bulk of our fundraised money pays for our children's wonderful Arts in Ed assemblies including the year-end Circus program. We have big and little jobs, jobs that involve mathematics and jobs that involve food! We hope you will find your niche so that we can continue to run all our programs next year. If you have any questions please call **Wendy Natalone at 549-6726** or **Linda Vitellaro at 385-0124.**

COMMITTEE DESCRIPTIONS

The following are brief descriptions of the responsibilities involved for each of our committees for the 2009/2010 school year.

COUNCIL STANDING COMMITTEES

All Council Standing Committees require attendance at a Half Hollow Hills PTA Council District meeting once a month and a follow up report at our monthly PTA meetings.

AHAP: Members discuss scheduling, qualifications for acceptance and course descriptions. Special speakers may also attend meetings. Your child must currently be enrolled in AHAP for you to serve on this committee.

ARTS IN EDUCATION: This committee organizes our school assemblies and Artist in Residence programs.

BUDGET: Members review all aspects of the Half Hollow Hills District school budget.

COMMUNITY AWARENESS: Members discuss issues of concern to the Half Hollow Hills community such as safety, environment, zoning and traffic issues.

DIVERSITY: This committee works to promote cultural respect and understanding in regard to the vast diversity in our district. Members assist in organizing the district Unity Fair. Meetings are in the evening.

EDUCATION: Members discuss concerns such as curriculum, class size and testing.

FACILITIES: Committee concerned with the condition and use of school grounds and buildings in the district.

LEGISLATION: Idea sharing discussions on current trends in legislation and how it impacts our children. Members help organize district wide “Meet the Candidate Night.”

NUTRITION, HEALTH and WELLNESS: Committee promotes student wellness with school lunch improvements, elevates awareness of healthy snack choices and importance of physical activity. Also promotes allergy awareness within the district.

PARENT RESOURCE CENTER: Members organize District workshops on a variety of parenting issues such as discipline, homework skills and raising drug-free children.

PUBLICITY: Maintain Signal Hill website. Participate in monthly on-line meetings.

SPECIAL EDUCATION: Speakers attend meetings to share information on the education of children with special needs. Meets in the evening.

SPECIAL EVENTS: Organizes fun and exciting events to fund Half Hollow Hills Scholarships. Meets during evening hours.

SCHOOL BOARD REPS.: Attend evening School Board meetings. Be the first to find out what is happening in our district!

TASK FORCE: This committee discusses contemporary issues affecting our children.

TRANSPORTATION: School bus safety issues are addressed as well as bus routes, and transportation laws.

SCHOOL COMMITTEES

AFTER-SCHOOL ACTIVITIES/CULTURAL ARTS: Organize, process enrollment, schedule teachers, children and classrooms for our after school program.

BACK TO SCHOOL SUPPLIES: Distribute flyers, take orders and distribute Back to School Supply Packs and Note to Teacher pads.

BIG HELP: Organize collections for charitable causes.

BIRTHDAY CLUB: Process parent requests for donation of books to school library in honor of their children’s birthdays.

BOX TOPS FOR EDUCATION: Responsible for collection and processing of box top labels to earn rewards for our school.

BUILDING BEAUTIFICATION: Enhancement of school grounds. Upkeep and maintenance of courtyard area.

BY-LAWS/PARLIAMENTARIAN: Have knowledge of PTA by-laws and Robert's Rules of Order for reference at monthly school PTA meeting.

CAFETERIA HELP: Organize volunteers to assist in cafeteria during first week of school. No Kindergarten parents please.

HOSPITALITY: Responsible for assigning or purchasing, set up and clean up of refreshments at PTA meetings and occasional special events.

MEMBERSHIP: Encourage parents and faculty to join PTA. Organize, sell and process PTA cards. Must attend PTA meetings.

MEMORY BOOK: Committee prepares school yearbook for publication, takes and distributes orders.

NEWSLETTER: Members of committee plan, write and layout PTA newsletter, Signals From the Hill with PTA and school events as well as other information relating to Signal Hill.

PARENTS AS READING PARTNERS: Organize and Implement NYS PTA's program at Signal Hill. Generates flyers, plans in-school assembly and activities.

SEASONAL DECORATING: Decorate entrance hallway for fall, winter and spring seasons.

SPIRITWEAR: Create flyer, process orders for and distribute Signal Hill themed clothing in conjunction with Spirit Days.

PTA EVENTS AND FUNDRAISERS

BLOOD DRIVE: Organize class parents and work with representative from Long Island Blood Services to conduct Signal Hill's Blood Drive.

BOOK BONANZA: Committee organizes a family day of activities at, and with assistance from, Barnes & Noble.

BOOK FAIR – FALL: Committee will create and distribute flyers, organize volunteers, set up and pack up Scholastic Book Fair.

BOOK FAIR - SPRING: See above

BOOK SWAP: Committee that plans one evening of used book exchanges and fun literary events.

CIRCUS WEEK: Coordinates week-long, school wide circus skills program with Physical Education dept. The week ends with a very special evening performance put on by the 5th grade.

FALL FESTIVAL: *NEW EVENT***** Committee organizes this October evening event, featuring fun fall-themed family activities.

FAMILY PICNIC: Back to school event with DJ and lots of fun for students, parents and teachers.

FIFTH GRADE EVENTS: * NEW***** Committee organizes end of year events for the fifth grade children.

FIFTH GRADE GRADUATION: Purchase, set up, clean up refreshments and decorations for June morning event.

FIELD DAYS: Committee coordinates end of year, outdoor activities with Phys. Ed. Dept.

GARDEN BOUTIQUE: Organize and coordinate volunteers for Mother's Day Plant Sale.

GIFT WRAP: Promote, process and distribute wrapping paper/gift fundraiser in September.

HOLIDAY BOUTIQUE: Order and set up merchandise, organize volunteers to help students shop at boutique prior to holiday season.

KIDINGO: Organize volunteers for one night of children's bingo.

MATH FAIR: Organize volunteers to assist students at school run math fair.

MOVIE DAY: Committee will publicize, sell and distribute tickets.

NEW PARENT GATHERING: Help mail out invitations, organize volunteers to help with a tour of Signal Hill school, set up and clean up snack table, for this end of August event.

PHOTO DAY: Committee coordinates and supervises picture days at the school including Kindergarten Graduation pictures.

REFLECTIONS: Works within NYS PTA guidelines to organize Signal Hill's student arts competition. Collects entries, organizes volunteers for judging and processes winners for competition at county and state levels.

SEPTEMBER STAFF LUNCHEON: Order food, set up and clean up. Takes place the week before school starts.

SPIRIT DAYS: Organize one day in fall and one in spring for children to wear school colors, purchase and distribute special healthy snacks to all classes.

SPRING FLING: This committee organizes our very important and super fun dinner/dance. Sub committees will work under chair people to select the theme, site and entertainment, solicit for and wrap donations for raffle.

STAFF/TEACHER RECOGNITION BREAKFAST: Committee orders food, sets up, cleans up and organizes parent volunteers to sit in for teachers and staff one morning before school in May.

TALENT SHOW: Committee organizes school talent shows for grades K-2 and 3-5.

VALENTINE SALUTE TO SUPPORT STAFF: Plan, set up and clean up breakfast for Signal Hill support staff.

KINDERGARTEN EVENTS

REGISTRATION: Coordinates small group of volunteers to assist school office in greeting parents and children and set up snack table.

SCREENING: Assist school office in greeting parents and directing children to screening rooms. No entering Kindergarten parents please.

ORIENTATION: Assist or organize volunteers to greet parents, provide, set up/clean up refreshment table.

THANK YOU FOR ALL OF YOUR HELP!!

If you are interested in serving on one of these committees for the 2009-2010 school year, please fill out the form on the back of this page and return to the PTA drawer **as soon as possible**.

If you are interested in serving on one of these committees for the 2009-2010 school year, please fill out this form and return to the PTA drawer **as soon as possible**. *Please indicate if you are interested in acting as chairperson for each event.* Please sign up only if you can meet all obligations for each event. **Please note that you must be a paid PTA member to serve on a committee.**

NAME _____

PHONE _____

EMAIL _____

CHILDREN'S GRADE FOR 2009-2010 _____

COMMITTEES YOU WOULD LIKE TO BE ON NEXT YEAR IN ORDER OF PREFERENCE:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

QUESTIONS? Please call or email *2009-2010 PTA co-presidents*:

Wendy Natalone 549-6726
jwjnat@msn.com

Linda Vitellaro 385-0124
vitell5@yahoo.com