

## SAE PTO Programs & Committees 2016-2017

**Ad Sales:** This committee solicits business partners to advertise in the SAE Directory and Student Agendas. The committee will also be responsible for acquiring logos, artwork and ad layouts from the business partners and delivering the same to the printer.

**Book Fair:** This committee helps set up, decorate the media center and perform break down of the displays for the Book Fair to be held in September. Committee members will schedule volunteers for shifts during the day and one evening during Family Night.

**Business Partners:** The Business Partners Committee initiates and maintains all contact with SAE “Friends” and “Partners” throughout the school year. This committee also organizes moms’ Lunches

**Chalk Night:** This committee will organize the chalk night to be held May 21, 2017. This is the evening when parents decorate the sidewalks and bus lanes of the school to “surprise” the kids in anticipation of the end of school.

**Dad’s Club:** The Sweet Apple Elementary Dad’s Club is a great way for dads to get involved in their child’s school. The Dad’s Club sponsors various social events throughout the year including the Annual Batter Up Pancake Breakfast, quarterly Dad’s Club Breakfast, Wow Day and Field Day.

**Directory:** This committee oversees the SAE School Directory. The committee gathers family contact information provided by the school and works with a local printer to create the book. This committee oversees selling and distributing the directory.

**Earth Balloon:** This committee will organize volunteers for the first and third grade classes, which visit the Earth Balloon in January 2017. The Earth Balloon fills a quarter of the gym and is large enough to hold an entire class of students. Students tour the earth to learn about the continents, equator and other geographical points of interest on our planet. (scripts and talking points already exist!)

**Fall Family Picnic:** This committee will organize the Fall Family Picnic, which will occur on October 23rd. Responsibilities include coordinating with the Dads Club for various games, selecting food vendors and acquiring a DJ/ Emcee for entertainment.

**Family Dance:** This committee oversees all aspects of the SAE Family Dance. The dance will take place on January 20, 2017.

**Fifth Grade Finale/Legacy Gift:** This committee will work with school administration to identify a Legacy Gift for the fifth grade class and coordinate students in fundraising for the gift. The committee will also work with the fifth grade teachers to plan and oversee all graduation week festivities for the fifth grade class. Events typically include student/parent kickball game, yearbook signing, dance, and graduation ceremony.

**Float Committee:** This committee will be responsible for designing and building the SAE Float for the Roswell Youth Day Parade held in October. The committee will work closely with the SAE Art Department to include art projects from all students at the school, but will otherwise be responsible for the float.

**Grandparents Day:** This committee will coordinate the Grandparents Day celebration on September 1<sup>st</sup>. Responsibilities include a welcome breakfast and decorations.

**Hospitality:** This committee will oversee the three teacher appreciation lunches (food provided by parents of specific grade levels, plan the events for Teacher Appreciation Week and acquire awards/presentations for the Teacher of the Year breakfast.

**InterAct Club:** Interact is an after-school club for 4th and 5th graders where students will learn about community service and participate in activities that foster goodwill, civic responsibility, leadership and respect for others. The club will meet once a month. Volunteers will help as needed with activities.

**K and 1<sup>st</sup> Literacy Fair:** The students rotate through stations, which promote reading and writing. Volunteers are needed to help organize and run the stations. The literacy fair will take place in February or March 2017.

**2<sup>nd</sup> and 3<sup>rd</sup> Grade Literacy Fair:** A newly created committee to help our 2<sup>nd</sup> and 3<sup>rd</sup> graders take a reading to learn approach to reading and writing. This is a new committee and you would have the opportunity to help create it. This will take place in early March 2017

**Mimosa Valentine Exchange:** This committee will advertise and organize the collection of Valentine donations to be given to students at Mimosa Elementary. This is an elementary school with a large population of students receiving free and reduced lunch and who cannot afford to purchase valentines for exchange. As a service project, Sweet Apple collects unopened boxes of valentines so that all students at Mimosa can participate in the time-honored tradition of exchanging valentines.

**Meet The Experts:** This program is open to all students who want to showcase a specific passion or expertise. Students will display their talent or knowledge on a trifold. Volunteers will help plan and organize the event, which will occur on February 23, 2017.

**Media Center:** Volunteers are needed to assist the media center specialists with student book searches, shelving books and checking resources in and out of media center. Media center specialists provide a brief training on your first day. Volunteer monthly, weekly or daily!

**Newsletter Editor:** Work closely with PTO Board of Directors to develop content for monthly PTO newsletter. Edit all newsletter submissions and finalize layout. Copy and distribute to teacher mailboxes for inclusion in Friday folders.

**Outdoor Classroom:** This committee will coordinate with Girl Scout troops and the Cub Scout pack to perform regular maintenance/clean up of the outdoor classroom.

**Rebate Program:** The Rebate Committee collects and compiles Box Tops for Education labels throughout the school year. The members also help publicize the program and oversee monthly classroom contests.

**Reel Readers:** This is a book club for 4th and 5th graders. Students read a pre-determined book, stay after school on a Friday afternoon to discuss the book and watch the movie. Volunteers are expected to read the book and help lead discussions. October, January and March

**Science Lab:** Each class will visit the science lab 5 times a year. During these visits, the class needs 4-6 volunteers to help students with hands-on activities. Volunteers are expected to read provided lab information ahead of time and help students during the lab. Room parents will be lead contact for volunteering in science lab.

**Special Education Liaison:** This person/committee will coordinate with the various special education departments to advise the PTO Board on activities and needs. In addition the committee will organize a special needs education assembly and assist in the organization of the Yes I Can celebration and the READ program (therapy reading dogs) year-end celebration.

**Spirit Nights:** The chairs work with SAE administration to coordinate all of the Spirit Night events (such as restaurant nights and Sky Zone nights) throughout the year. They help publicize events with marketing materials and information in the Slice.

**Spirit Wear:** The Spirit Wear Committee works with a graphic designer to select SAE spirit wear styles and then sells SAE spirit wear at many school events throughout the school year.

**Talent Night:** This committee coordinates the annual student talent night, from recruiting and approving acts to scheduling the event. This is a family favorite event to be held March 2, 2017!

**Walk to School Day:** This committee will organize the Walk to School Day event, including scheduling a guest walker and organizing coffee and pastries for walkers. October 5th

**Welcome Wolves:** This committee recruits experienced SAE parents to serve as “mentors” who will be available to answer questions of families that are new to SAE. Duties include pairing mentors with new families and organizing a meet and greet breakfast in August.

**WOFTW:** WOFTW is SAE’s Direct Giving Campaign. This committee oversees all aspects of the campaign, including PR, fund collection, corporate matches and donor incentives.

**WOW Day:** 2<sup>nd</sup> through 5th grade students choose and attend workshops to learn something new. Parent volunteers are needed to run workshops. If you have a talent or expertise that you would like to share with our students, we need you! May 5, 2017

**Vision & Hearing Screening:** This committee recruits, schedules and organizes parent volunteers for the hearing and vision screening held in September.

**Yearbook:** This committee creates and sells the School Yearbook. Photographers/graphics specialist and layout coordinators are welcome to join. Training is provided.

**For more information or to volunteer for a committee, please contact Christine Beldowicz: [cvanacker8@hotmail.com](mailto:cvanacker8@hotmail.com) or Ashlee Jaeggi: [araiser@yahoo.com](mailto:araiser@yahoo.com).**