

# EVANS H&SA CHAIR PERSON OPPORTUNITIES



## ***CHAIRS/CO-CHAIRS WANTED!***

As we enter into the home stretch of the school year, the Evans Elementary Home and School Association wants to work to ensure the 2010-2011 school year gets off to a fabulous start. We are seeking much-needed chairpersons for our committees with an ambitious goal of having **ALL** our chairpersons in place prior to the end of this year.

**Please consider chairing or co-chairing an event. If you decide to coordinate an activity, know that you will have the full support and resources of the H&SA. If a chairperson is not found for an activity, there is a good chance that that event will not take place.**

Listed below are the many activities and services provided by the Evans H&SA that contribute to the success of our students and staff. A brief description of each activity is included. Please indicate any and all committees you have an interest in serving on as a committee chairperson by marking the check box(es) and someone from the H&SA we will contact you late in the summer to ensure a successful start of these committees!!

## **YOU CAN MAKE A DIFFERENCE!!**

**Complete this form *ONLY* if you are interested in chairing/co-chairing during the 2010-2011 school year.**

**Please return to school by June 17, 2010**

**Volunteer Name:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

*Committee descriptions are listed on the following pages.* Please let us know what committee(s) you are interested in **CHAIRING/CO-CHAIRING** for the 2010-2011 school year:

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*Please note: Forms for committee volunteers will be sent out at the start of the school year.  
This form is for COMMITTEE CHAIRS/CO-CHAIRS ONLY.*

If you have any questions, feel free to contact Cathy Tumelty [dctums@verizon.net](mailto:dctums@verizon.net) or Dawn Heine at [pamperdawn@verizon.net](mailto:pamperdawn@verizon.net).

Thank you for your support.

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## FALL/WINTER OPPORTUNITIES

**Book Fair:** The first of two Book Fairs held in November. Volunteers help with set up/take-down and operating the fair during school hours and some evening hours.

**Dance-a-Thon & Fall Pumpkin Fest:** This committee will coordinate all the tasks related to conducting our Dance-a-Thon at Evans Elementary in late October. This will also be the time for the "Oehlert Brothers, Inc. Pumpkin Day" judging to take place. All pumpkins will be on display and prizes awarded.

**Fall Fundraiser:** This is one of the largest fundraisers of the year and takes place in September/ October. Help is needed coordinating the sale and distributing all products ordered.

**Holiday Shoppe:** This event is scheduled for the first week of December. Assistance is needed during the week to help the students shop. Set up and clean up help is appreciated too!

**Holiday Bazaar:** This event is coordinated with the evening family shopping hours of the children's Holiday Shoppe. This will require securing local vendors, distribution of event flyers and organizing the space needed for vendors at the bazaar.

## WINTER/SPRING OPPORTUNITIES

**Art Show:** Volunteers will assist the Art Teachers in preparing for the spring art show held in May by cutting, mounting and hanging K-4 artwork for display.

**Basket Raffle:** Volunteers are needed to work and help coordinate a number of activities related to this event held in late April. The Basket Raffle is a fun event where themed baskets are raffled off.

**Book Fair:** The second of two Book Fairs held in May. Volunteers help with set up/take-down and operating the fair during school hours and some evening hours.

**Mommy Market:** Volunteers organize this 'flea market'-type event where families have the opportunity to sell gently used children's clothing & items. Includes distribution of flyers & registration forms along with securing and organizing the space needed for registered participants.

**Reading Phillies Ticket Sales:** Coordinate the distribution and collection of sales flyers for home game ticket booklets to see the Reading Phillies play baseball during their 2009 season and the Reading Phillies take care of the rest!!! They collect the money and send the tickets. It's that easy!

**Scrapbooking Day:** A day of scrapbooking has been planned for late January. Attendee registration and vendor coordination are just a couple of the tasks necessary to make this Saturday event productive and fun for everyone there. Help out with simple things like food set up and product raffles!

**Spring Carnival:** Fun is had by one and all at this festive family event at the end of May!!! Coordination of food, activities and volunteers is key to the success of this evening of fun. Volunteers will be helping to serve food, run carnival-type activities and help families at various hands-on craft stations. Don't forget setup and teardown too!!!

**Spring Fundraiser:** This product fundraiser is typically tied in to students' artwork with orders arriving in time for Mothers Day/Fathers Day.

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## YEAR 'ROUND OPPORTUNITIES

**Beautification:** Volunteers are needed sporadically throughout the year to help with planting, mulching, weeding, etc. Here's an opportunity to be outdoors while helping the school. The more hands the faster it goes!

**Daytime Help:** Are you available during school hours as an occasional volunteer if needed for events like American Education Week, Picture Day, Holiday Feasts, Field Day or other special activities? Then we've got a chance for you to help out when your schedule allows!!!

**Dining Out Nights:** This is an opportunity for families to dine out at various venues in the community with a portion of the profits going to the H&SA. Volunteers will schedule these special nights.

**Family Nights:** 3-4 nights per year. Events include the back-to-school Ice Cream Social, as well as Ice Skating during Winter Break & Glow Bowling and/or Family Bingo. Responsibilities include planning, organizing and/or helping the day/night of the events.

**FIT Nights (Families in Training):** Help is needed with planning, registration and running these "physically fit" focused events held three times a year.

**Hospitality/Teacher Appreciation:** This committee organizes teacher dinners during fall & spring conferences as well as for the teacher appreciation luncheon in the spring. Help is needed for set up of & providing items for these meals.

**Laminating:** Please consider being part of our Laminating Committee. Twice a week volunteers go into the school and laminate items for the teachers. This relieves the teachers of this job and allows them more time to devote to their classrooms. The teachers LOVE this committee!!!

**Market Day:** This once-a-month "grocery store" program allows for family convenience while providing an on-going source of H&SA funding that in turn supports H&SA sponsored activities. Many volunteers are needed to make reminder calls before each sale and to help out for an hour on pick-up nights.

**Refunding:** This committee collects and submits for refund all box tops, receipts, labels, etc. related to eScrip, General Mills, Tyson, Genuardi's, and other company sponsored programs that are sent in throughout the school year. This is easy and able to be done at home.

**School Spirit:** This committee orders spirit-wear and items as well as manages the distribution of these products. This can include separate sales cycles as well offering items at school events like back to school night and book fairs.

**School Sign:** This committee provides an invaluable service through keeping the school's frontage sign up to date with events and activities that impact the entire school community.

**Showcases:** Update the Home & School showcases to reflect the season and/or events happening in and around school. Will include coordination with various fundraising events, the Holiday Shoppe, Basket Raffle and School Spirit Wear to name a few.

**Website:** Are you computer savvy?? Help the H&SA by maintaining the website and keeping our information current along with implementing new ideas!

**Yearbook:** Volunteers are needed for taking pictures at the many events held throughout the school year and to put together the annual yearbook.