

## Bowne PTA Committees List 2023-2024

<b>Your Full Name:</b>	_____	<b>Text/ Phone:</b> _____
<b>Parent E-Mail :</b>	_____	
<b>Student's Name</b>	_____	

*The Bowne-Munro 2023-2024 PTA board has many fun and exciting things planned for our kids, but we need your help to make it all happen. Please indicate if you can Lead or Assist with any of our committees by marking the "I can Help" box. Much of the planning can happen during hours that are convenient to your schedule.*

*(Not all things are during school hours)*

*As a PTA member, being on a committee is not mandatory, but without volunteers, we may not be able to execute all events. E-mail questions to Bownepta@gmail.com*

Committee	Chairs or leaders of the following Committees will be in year long positions that will make them part of the Bowne-Munro PTA Board of Directors. These Board member will regularly meet with the Executive Board to go over year long plans and events often before bi monthly meetings	I can help
<b>4th Grade Committee</b>	Plan and organize activities and fundraisers for 4th Graders, such as t-shirts, kickball game, Class Trip, celebrations, moving-up gifts, yearbook baby pages, etc	
<b>Fundraising</b>	Help to apply for, reach out to local and national businesses and community, for student, event and teacher donations. Such as our Staples School Supplies donations, etc etc etc. This can be done on your timeline. This will include researching grants and giveaways on the internet. Asking local businesses for assistance etc.	
<b>Yearbook</b>	Collect and organize pictures throughout the year and produce our annual school yearbook	
<b>Art To Remember</b>	Set up and organize a Art to remember Fundraiser with the Art Teacher	
<b>Assemblies</b>	Make Suggestions and work with the school to help plan/ book 2-3 assemblies across the school year. Including at least 1-2 cultural arts assemblies	
<b>Book Fair</b>	Plan and run 3 book fairs across the school year <b>OCT 10-13, MAR 12-15</b> during school hours. Available shift sign up with teacher's class times attending will come out closer to the event.	
<b>Clothing Drive</b>	Schedule and meet clothing pick up 2 times/year Fall 11/20 and including pre Earth day April 21, 2023	
<b>Dine to Donate</b>	Set up 2 to 3 Dine to donate or shop to donate events for PTA	
<b>Father's Day Fundraiser</b>	Organize and execute a fundraiser around Father's Day. Ideas welcome.	
<b>Fright Night committee</b>	Work with a team to plan, organize and execute Fright Night event for our students Oct 27, 2023 @ 6pm. Early arrival for set up.	
<b>Gertrude Hawk</b>	Set up, Contact and communicate with Gertrude Hawk( Our yummy chocolate fundraiser for 2023-24 school year)	

<b>Holiday Shop</b>	Work with a team to set up, sell and organize the holiday shop during school hours Dec 5-7, 2023. Available shifts and teachers scheduled sign up will come out closer to the event	
<b>Ice Cream Social</b>	Plan and execute ice cream social for back-to-school September 14, 2022 5:30pm start earlier set up. Volunteers needed to man tables to sell and handout flyers	
<b>Nominating Committee</b>	Recognize and recruit qualified candidates for PTA board positions. Must be a current PTA member	
<b>Outside Sign</b>	Keep "events" notice board on front lawn updated weekly/monthly. Be creative! At your convience	
<b>Photography Helpers</b>	Take and share photos of events and share for yearbook and online.	
<b>PTA Bulletin Board</b>	Set up and decorate the PTA Bulletin Board several times a year	
<b>Room Parent Coordinator</b>	Select and organize room parents for classroom parties. Looking to have someone with interest in taking over 2023-2024	
<b>School Pictures</b>	Oversee and be on hand for school pictures during school hours Fall and Spring and Fall Retakes	
<b>Kid Shoppe</b>	Set up, maintain inventory and Sell items during luch periods to students 1 Friday a month.	
<b>Spirit Wear</b>	Organize, order and deliver spirit wear 2 times/year.	
<b>Diversity Night</b>	Help organize the events, activities and program for Bowne Munro's Diversity Night celebration. This will need to be a committee as well as parent volunteers to take on their own tables to showcase different cultures. Date TBD. Will likely require pre meetings with committee after school hours and email communication to coordinate details.	
<b>Leap Year Fundraiser</b>	TBD need new ideas Takes place on 2/29 during school lunches	
<b>Teacher Appreciation Committee</b>	Work with the Teacher Appreciation Lead to come up with plans and to execute Teacher appreciation activities throughout the school year including holiday lunch, teachers appreciation week, etc	
<b>Theater Week Preformance Night Help</b>	Help out by being backstage, selling items or checking tickets at the theater week performance on October 27, 2023	
<b>Theater Week</b>	Plan, organize and execute Theater Week October 23-27. Responsible for check-in/out, tickets, etc.	
<b>Valentine's Day</b>	Plan and organize Valentine's Day Event during school hours	