

## 2011-12 PTO COMMITTEES VOLUNTEER LISTING

Many volunteers are needed to run the numerous PTO events and fundraisers throughout the year. We cannot be successful without your help! Below is a listing of all PTO committees for the 2011-12 school year which lists the co-chairs of each committees and volunteers who are willing to work on the committee.

If you are interested in co-chairing a committee which has an "OPEN" slot or working on a committee, please either complete this form and return it to your child's teacher in an envelope marked "PTO Committee Volunteers" or notify me via email at [julie\\_moravec@yahoo.com](mailto:julie_moravec@yahoo.com). If you have any questions, comments, or concerns, please contact me at the email address above or my cell phone at 843-415-5930.

If you are interested in serving on the Home School Council, please note that you must first co-chair a PTO committee.

Thank you!  
Julie Moravec  
Co-President  
Mount Prospect PTO

Name

Phone Number

Email Address

Committee(s) to Co-Chair:

Committee(s) to Work on:

COMMITTEE	CHAIR this Committee	WORK on this Committee
<b>AUTISM AWARENESS</b> (April) - Work w/Mrs. Slutzky & preschool to acknowledge and coordinate the recognition of National Autism Month activities for all grades.	Monique McHenry Sherry Nelson	No Committee Required
<b>BATTLE OF THE BOOKS</b> (Spring) - Assist the Librarian to prepare 5 <sup>th</sup> grade Students for Battle of the Books. <b>Many Volunteers Needed.</b>	OPEN OPEN <b>(5th Grade Parents)</b>	Many Volunteers Needed
<b>BEAUTIFICATION/BRICKS/GARDEN CLUB</b> (Year Round) - Helps beautify our school exterior via creative landscaping. Coordinates the ordering and installation of personalized bricks. Be a liaison between Administration and students while working on the Learning Garden.	OPEN	No Committee Required

<b>BLOOD DRIVE</b> (Spring) - Coordinate parent volunteers for annual Blood Drive.	Cindy Mays OPEN	
<b>BOOK FAIR</b> (Fall) - Work with Librarian to promote and organize this event. Including soliciting/scheduling parent volunteers for setup, student preview, sale days, and cleanup.	Helen Woo OPEN OPEN	Many Volunteers Needed
<b>BOOK FAIR</b> (Spring) - Work with Librarian to promote and organize this event. Including soliciting/scheduling parent volunteers for setup, student preview, sale days, and cleanup.	Sapna Haruray Achint Kaur Helen Woo	Many Volunteers Needed
<b>BOXTOPS</b> (Year Round) - Responsible for redeeming GM BOX TOPS collected at MPS.	OPEN Leslie Santoro	No Committee Required
<b>BREAKFAST WITH A LOVED ONE</b> (February) - Coordinate the Valentine's Day breakfast for students and their families including organizing volunteers, soliciting/ordering donations and supplies. <b>MANY VOLUNTEERS NEEDED!!</b>	OPEN OPEN OPEN	Many Volunteers Needed
<b>CALENDAR</b> (May/June) - Work with Administration and PTO to coordinate school calendar including class artwork.	Karen Gray	No Committee Required
<b>CHARTER DAY</b> (May) - Coordinates with Ms. Bivona to display student works of art at annual community event. Must be available to hang and remove artwork from downtown location during the timeframe provided by Bernards Township.	OPEN OPEN	No Committee Required
<b>CIVIL WAR REENACTMENT</b> (Spring) - Coordinates with administration and 5 <sup>th</sup> grade teachers on the Civil War Reenactment assembly (including obtaining town permits).	OPEN OPEN <b>(5<sup>th</sup> Grade Parents)</b>	No Committee Required
<b>CLASSROOM PARENT COORDINATORS</b> (Sept.) - Coordinates class parent volunteers including the "Get Out and Vote" campaign.	Abha Kundargi OPEN	No Committee Required
<b>CONCERT FLOWER COORDINATOR</b> (Winter/Spring) - Purchases flower bouquets the day of the concert(s), and gives them to Mrs. Slutzky for distribution after concert.	OPEN	No Committee Required
<b>CULTURAL ARTS</b> (Year Round) - Assist the PTO in preparing for and helping during Cultural Arts week, WOW, Visiting Author, Civil War Re-enactment, etc.	Helen Woo Nandini Umesh	No Committee Required
<b>DIRECTORY</b> (Summer) - Compile, edit and proof student directory. Work closely with printing Company.	Jane Ritcher	No Committee Required
<b>DIRECTORY ADS</b> (Summer) - Contact all prior year advertisers and solicit prospective advertisers for student directory. All work is completed by the end of August.	OPEN OPEN	No Committee Required
<b>FAMILY FUN NIGHT</b> (Winter) - At the Branchburg Sports Complex (laser tag, field games, bounce house, and snacks) 7-9 p.m. Organize a Friday evening event to be held at BSC - work with BSC on pricing, activities/games, and food.	Sue Ursino Elaine DiDario	Many Volunteers Needed
<b>FAMILY READING NIGHT</b> (February) - Organize a Friday evening event in which MPS families come in their PJs and enjoy stories read by teachers/parents and milk and cookies	OPEN OPEN	
<b>FIELD DAY</b> (Spring) - Assist PE teachers to organize a day of fun for students. Includes soliciting/scheduling volunteers and organizing activities and grade lunches.	Rachel Freedberg?? Stacy Schapiro?? OPEN	Many Volunteers Needed
<b>FIFTH GRADE ACTIVITIES COORDINATORS</b> (Year Round) - Plan/Organize bake sales and all other fundraisers for 5 <sup>th</sup> grade trip to Camp Bernie and end of the year party.	OPEN OPEN <b>(5<sup>th</sup> Grade Parents)</b>	No Committee Required
<b>FIFTH GRADE END OF YEAR PARTY COORDINATORS</b> (June) - Work with Activities Coordinators to plan/organize end of the year party for 5 <sup>th</sup> grade class at Harry Dunham Park.	OPEN OPEN <b>(5<sup>th</sup> Grade Parents)</b>	Many Volunteers Needed

<b>FIFTH GRADE YEARBOOK</b> (Year Round) - Organize the committee to publish the 5 <sup>th</sup> grade yearbook. <b>MANY VOLUNTEERS NEEDED!</b>	OPEN OPEN <b>(5th Grade Parents)</b>	Kim Matarante  Many Volunteers Needed
<b>FIFTH GRADE VOLLEYBALL GAME/PEP RALLY</b> (Feb.) - Work with Activities Coordinators to organize/plan 5 <sup>th</sup> grade Students vs. Teacher volleyball game (including pep rally on the morning of).	OPEN OPEN <b>(5th Grade Parents)</b>	Many Volunteers Needed
<b>FIRST DAY OF SCHOOL COFFEE</b> (Sept.) - Organize (including refreshments and volunteers) the PTO Coffee held on the first day of school welcoming parents to the new school year.	Lois Taddeo OPEN	
<b>GRANT WRITING</b> (Year Round) - Assists in applying for grants for special school projects.	OPEN OPEN	
<b>HISTORIAN</b> (Year Round) - Compile photos and create scrapbook of school year memories. <b>2 Photographers per grade are needed to assist the Historian.</b>	OPEN OPEN	
<b>HOLIDAY BOUTIQUE</b> (Nov.) - Organize a vendor fair including solicitations for raffle baskets, volunteers, and vendors. <b>Note that the PTO is still in the process of determining whether we will hold this event in 2011.</b>	OPEN OPEN	
<b>HOLIDAY STAFF BREAKFAST</b> (Dec.) - Coordinates holiday breakfast as a special thank you to teachers and staff and distributes PTO Holiday gifts.	Denisie Zangara Helen Woo OPEN	
<b>HOSPITALITY</b> (Year Round) - Setup of coffee and refreshments at General PTO meetings (5 per year).	OPEN OPEN	No Committee Required
<b>ICE CREAM SOCIAL</b> (June) - Coordinate the end of year ice cream party for students, families, and incoming Kindergarten. <b>Many Volunteers Needed.</b>	Manju Dontamsetti Devi Nalamothu	Many Volunteers Needed
<b>INTERNATIONAL DAY</b> (Jan.) - Coordinates logistics including designing flyer, coordinating volunteers, etc. for a new event at MPS designed to showcase our international student backgrounds - (held during school hours) - parents sign-up to represent different countries and introduce students to customs, crafts/games, and cuisines from the country. Students are given passports and rotate through the different countries.	Helen Woo OPEN	Many Volunteers Needed
<b>KIDS STUFF BOOKS</b> (Oct.) - Coordinates the distribution and sale of Kids Stuff Books fundraiser.	Kim Matarante	No Committee Required
<b>KINDERGARTEN REGISTRATION (Feb.)/SCREENING (May)</b> - Coordinate volunteers to assist Administration with Kindergarten Registration and Screening process.	Cindy Mays OPEN	Many Volunteers Needed
<b>LIBRARY VOLUNTEER (Year Round)</b> - Help Librarian throughout the year organizing books and helping with grade/class activities. <b>MANY VOLUNTEERS NEEDED! You may sign up to help during your child(ren)'s library time.</b>	No Chair Needed	Many Volunteers Needed
<b>LITERARY ARTS (WOW)</b> (Spring) - Works with Librarian to organize authors visit to the school.	Lois Taddeo Prachi Jain	Kathleen Marazita  Many Volunteers Needed
<b>NEW FAMILY ORIENTATION/SCHOOL TOURS</b> (Late Aug. /Sept.) - Welcomes and provides information and refreshments to new families joining the MPS community on behalf of the PTO. Conducts a school tour during the year to prospective families.	OPEN OPEN	No Committee Required
<b>NOTECARD FUNDRAISER</b> (Fall) - Organize the sale of note cards created with student artwork.	Elaine DiDario	No Committee Required
<b>PIZZA NIGHT</b> (Sept.) - Coordinate pizza party for the students and their families.	OPEN OPEN	Many Volunteers Needed
<b>PORTRAIT DAY</b> (Oct.) - Assist in escorting classes to the gym for class portraits, combing hair, tucking shirts, etc.	OPEN	Many Volunteers Needed

<b>PTO MEMBERSHIP</b> (Year Round) - Coordinates PTO membership enrollment and directory distribution. Assists with staff gift collection on Back to School Night and purchases staff gifts.	Mary Khine Denise Netta-Zangara	No Committee Required
<b>PTO SIGN/BULLETIN</b> (Year Round) - Responsible for weekly/bi-weekly updates to the PTO outdoor signs.	OPEN	No Committee Required
<b>PUBLIC RELATIONS</b> (Ongoing) - Coordinate media coverage for MPS events.	OPEN	No Committee Required
<b>SCHOOL DANCE (Monster Mash)</b> (Oct.) - Coordinates a fun filled night for students to enjoy dancing, music, refreshments, and fun with their friends.	OPEN OPEN	Many Volunteers Needed
<b>SCHOOL SPIRIT SALE</b> (Year Round) - Coordinates the purchase and sale of school spirit items (T-shirts, pants, and sweatshirts).	Karen Burkart Leslie Minsch	No Committee Required
<b>SCHOOL SUPPLIES</b> (Mar.-Sept.) - Coordinates the purchase and distribution of school supplies for all grade levels. Works closely with Administration, PTO, and vendor to provide school supplies with ease.	Helen Woo OPEN	
<b>SCIENCE AND TECHNOLOGY DAY</b> (Apr.) - Coordinates with Administration and Teachers for 3 <sup>rd</sup> -5 <sup>th</sup> grade student science fair. Works with students throughout the scientific process.	Mary Khine Abha Kundargi Nandini Umesh (4th-5th Grade Parents)	Many Volunteers Needed
<b>HOME SCHOOL COUNCIL SERVICE COMMITTEE</b> (Year Round) - Serve on Home School Council to organize school wide service projects.	OPEN OPEN OPEN	No Committee Required
<b>SOCIAL EVENT</b> (Mar.) - Coordinate a fun filled adults only evening for parents to enjoy. Works closely with PTO board to make the evening fun and enjoyable for all. <b>Sub-Committees</b> - Work with event chairs: <b>Decorating</b> - Plans and organizes decorations.  Event Publicity - Plans press releases, communicate with press, offers press passes to event.  Basket Coordinator - Collects and organizes donations. Creates raffle baskets.  Solicitations - Canvases area merchants in pursuit of donations to be auctioned or raffled during event.	(2) Chairs Needed         (1) Chair Needed  Leslie Minsch    (1) Chair Needed	Many Volunteers Needed
<b>STAFF APPRECIATION LUNCHEON</b> (May) - Coordinates luncheon as a year end thank you to teachers and staff.	Leslie Minsch OPEN OPEN	Many Volunteers Needed
<b>SUNSHINE COMMITTEE</b> (Year Round) - Sends birthday greetings, condolences, etc. to MPS staff.	Tracy Hicks	No Committee Required
<b>TRAIL OF THANKS</b> (Nov.) - Create and display "Trail of Thanks" from leaves students have filled out with something they are thankful for.	Karen Burkart Leslie Minsch	No Committee Required
<b>VISITING WRITERS/POETS</b> (Winter) - Coordinates a poet visit to work with 4 <sup>th</sup> and 5 <sup>th</sup> grade students.	Kathleen Marazita	No Committee Required
<b>HOME SCHOOL COUNCIL:</b> This is a committee of parents, teachers and administration who meet to discuss certain school projects and school related issues raised by parents or teachers. You <b>must</b> chair a committee to be eligible for Home School Council.  Yes, I have signed up to chair a committee, and am interested in serving on the Home School Council.	OPEN (K-1) OPEN (2-3) OPEN (4-5) OPEN (Preschool) OPEN(Spec. Educ.)	No Committee Required