



Enon Elementary PTO Committee Descriptions

PATS – Parents Assisting Teachers Committee

Assist the teachers by coordinating and organizing Parent Volunteers to complete classroom projects to further enrich classroom activities on a weekly basis.

Direct Donations Committee - BoxTops for Education, School Store, Clothes to Cash and Kroger

Organize and promote donations to the programs. Provide regular updates, earnings and procedures at monthly PTO meetings.

Spirit Wear Committee

Coordinates the design, selection, inventory and sales of all school clothing and related products. Monthly PTO Board meeting attendance is needed for status and planning reports.

Teacher/Staff Appreciation Committee

Works closely with the Executive Board and Room Parent Coordinator in coordinating and organizing back-to-school luncheon, Teacher/Staff birthdays and Teacher Appreciation Week.

Yearbook Committee

Coordinates the design, selection, inventory and sales of school yearbooks. Monthly PTO Board meeting attendance needed for status and planning reports.

Spirit Nights Committee

Coordinates with community restaurants and other venues (i.e. skating) to host community fundraising events.

L8R G8RS After School Program Committee

Coordinates and organizes appropriate grade level activities for the after-school program. They will act as the lead contact to the coordination of all activities, event promotion and coordination of set-up.



Enon Elementary PTO Committee Descriptions (cont'd)

Enon's Got Talent Committee

Manage the talent applications, auditions and host the talent show.

Winter Family Dance Committee

Manage the advertising, sale of tickets and host the dance.

Santa Shop Committee

Manage the advertising, purchasing of items, setup of the shop and coordinate the shop during shop hours.

Trunk or Treat

Coordinates our Trunk-or-Treat festival which typically includes silent auction, securing a trunk for each class, soliciting candy donations from Sign-Up genius and/or community sponsors. The event involves a small committee to coordinate the vendors, promotion of the event, coordination of volunteers needed related to the event, and collection and reconciliation of all funds received in relation to said event. The committee should also be responsible for judging and announcing winners for 'Best Trunk' at the event.

BINGO Night Committee

Coordinates the BINGO night event for Enon. This event requires advertisement, purchasing of tickets to ensure attendance does not exceed space allowed, and hosting the event. Families are encouraged to bring their children to have a fun night of BINGO. BINGO cards, space holders, calling chips and prizes are needed and light refreshments have been supplied in the past as well.

Otis Spunkmeyer Fundraiser Committee

Coordinate with the vendor for marketing materials/strategy, ensure materials are given out, collect order forms and payment and turn over to the Treasurer, communicate effectively with families/staff as needed, distribute prizes of fundraiser and distribute the items once delivered.

Scholarship Committee

Coordinates the application process and promotes our scholarship program with all area high school guidance offices. Organizes and leads a committee for the review and selection of scholarship recipient(s). All scholarship recipients will be chosen by the committee by late April or early May and the winners will be notified. Some high schools request the PTO present the award to the student at the school's awards ceremony towards the end of the school year. Representation from the scholarship committee is encouraged.