

# PES PTO Committees

The following list explains the different committees supported by PES PTO. If you are new to the PES community or just need a refresher, please read through and consider becoming a volunteer! There are volunteer opportunities available both during and outside the school day. There are committees that are responsible for single events and others with ongoing responsibilities. We hope you will find some opportunities that appeal to you!

Committee Name	Description	Timeframe
After School Enrichment	1-2 times a year, after school enrichment activities are offered to our students for a nominal cost. This committee creates and implements programming for after-school enrichment activities.	Winter and/or Spring session
Amazon Smile	Help us promote this free money program to PES families!	Ongoing
Back to School Picnic	A fun event at the beginning of the year to welcome students and families back to school. Volunteers needed to serve pizza, ice cream and coordinate music and activities.	Early September
Bingo Night	Help coordinate this fun, free family event!	November, Spring
Board of Education Liaison	Attend Board of Education meetings and report content back to PTO.	Ongoing, 1-2x/month
Book Fair	Twice a year (fall and spring), the school hosts a Scholastic Book Fair. Volunteers are needed to man registers and help students find age and interest-appropriate books that fit their budget.	November and May
Box Tops	Help collect, count, and send in box tops for redemption!	October and February
Breakfast Buddies	Help organize, shop for and cleanup our annual free family breakfast! Event is held on referendum day.	Early May
Bulletin Boards	The PTO is responsible for updating 3 bulletin boards near the entrance of school. These boards usually display seasonal or inspirational content for our students. Volunteers provide ideas and manpower to update the boards a few times a year.	Ongoing, seasonal updates
Costume Craze	Help organize this annual event! Used costumes are collected from the PES community and sold for a small fee in front of school.	October
Coupon Books	Help take orders and distribute coupon books to PES families!	September
Cultural Enrichment	Cultural enrichment programs are held at the school 2-3 times a year. Volunteers are needed to attend program showcases in September and May, present recommendations to the teacher committee, coordinate scheduling, sign contracts, and share background information about programs/artists with PES staff prior to the event.	Ongoing
Dancing Under the Stars	This annual dance is for all students. Volunteers are needed to help coordinate music, dancing, a photo booth and bake sale.	March
Eagle Sign	A sign with our school mascot is displayed in our cafeteria and is available to rent. On a birthday or special occasion, the sign can be rented to celebrate a child's achievements. Volunteers coordinate the sales and update the sign.	Ongoing
Fall Fundraiser	Every fall, the PTO holds an annual fundraiser to encourage direct donations to the PTO. Volunteers are needed to help with the event.	September/October
Family Nights Out	Through the year, evening events are held for families. In the past, these have included baseball games, dinners at local restaurants, meeting at a trampoline park, etc. Volunteers are needed to come up with ideas and coordinate with the community.	Ongoing
Fifth Grade Party	At the end of the year, a special celebration is held for 5th graders before they move on to middle school. 5th grade parent volunteers are needed to work with room parents/teachers to coordinate the party.	May
Flamingo Flocking	The PES PTO owns a flock of pink plastic flamingos. This traveling flock can be rented to surprise family, friends and neighbors in Southbury. Volunteers are needed to transport and assemble the flock as it moves through Southbury.	TBD
Grant Research and Writing	Volunteers are needed to research and apply for possible grants.	Ongoing

Hospitality	This committee provides refreshments at events like open houses and kindergarten/new family orientation.	Ongoing
Lost and Found	Volunteers catalogue unmarked items found at school, take pictures and invite parents to pick up items on certain dates. Unclaimed items are donated.	Ongoing, 2-3 drives a year
Moving Up Ceremony	Every year, 5th graders have a Moving Up Ceremony to mark their transition to middle school. We ask for volunteers with children in younger grades so that 5th grade parents can enjoy the event.	June
Plant Sale	The week before Mother's Day, the PTO hosts a plant sale, where kids can purchase flowers and vegetables. Volunteers are needed to coordinate the sale and help children with their purchases.	May
Planters	Volunteers help maintain the planters in front of the school.	Ongoing
Quassy Carnival	Each year, the PTO hosts an end-of-year celebration at Quassy, which is closed to the general public. Volunteers are needed to coordinate ticket sales and sell pizza at the event.	May/June
Room Parent Coordinator	Experienced room parent needed to provide guidance to teacher-selected room parents.	Ongoing
School Packs	Each year, the PTO offers parents/guardians the ability to order school supply packs for the following school year (online only). Volunteers are needed to coordinate the sale.	May
Spirit Wear	Volunteers needed to coordinate flyers, collect orders and distribute PES Spiritwear in the fall.	September
Square 1 Art	Each fall, the PTO coordinates this fundraiser where parents/guardians can purchase items with their child's original artwork on it. Volunteers are needed to help coordinate the sale and collect artwork forms sent home with the students.	October/ November
Stop & Shop A+ Rewards	Help us promote this free money program to PES families! This program is an important part of our fundraising, raising several thousand dollars a year at no cost to our community!	Ongoing
Student Directory	Each year, the PTO offers a PES community directory for sale. This committee collects contact information for our community, formats the book, arranges it for printing, processes orders and distributes the books.	September
Supply Drive	Help catalogue teacher's needs at mid-year and coordinate signup for parents to contribute needed supplies!	January
Teacher Appreciation	Help demonstrate our appreciation of PES staff during Teacher Appreciation Week!	May
Teacher Grants	Committee members needed to review teacher grant requests in November and allocate funds.	November
Tip-a-Teacher	Help organize this fun-filled evening where PES staff become your waiters and waitresses.	January
Valentines Fundraiser	Help run this annual fundraiser where students can have valentine's flowers delivered to their friends and favorite staff!	February
Volunteer Spreadsheets	Volunteer needed to create spreadsheets from the beginning of the year forms and distribute them to the appropriate committee chairs.	September
Website/Email Distribution	Help coordinate how information is distributed to the PES community. Ensure email messages are timely! Keep event information up-to-date and create items for sale on the website!	Ongoing
Yearbook	Volunteers needed to help take and collect pictures, layout, type patron list and organize orders.	Ongoing