

EVANS ELEMENTARY HOME & SCHOOL ASSOCIATION

2019 - 2020 Committee Descriptions

***Clearances are not needed for those committees marked with an asterisk**

ART COMMITTEE: Volunteers assist Mrs. Moyer prepare for the Art Show, scheduled for Thursday, May 14, 2020, by mounting and hanging K-4 artwork in school hallways. Committee chairpersons are responsible for soliciting volunteers to help hang the artwork and for assisting with sales of framed pieces during the art show. Much of this committee's work can be completed at home, making it ideal for those who do not have daytime availability.

***BASKET RAFFLE:** The 12th Annual Basket Raffle is scheduled for Saturday, April 4, 2020. The Basket Raffle is a significant fundraiser for the H&SA and committee chairpersons need many volunteers to help in the preparation of this event. Thankfully, much of this work can be done from home! Emailing donors and putting together raffle baskets are only a few ways you can help without committing a large amount of your time. Help is also needed with transporting baskets to the event, set up/tear down of the event, selling raffle and 50/25/25 tickets at the event and announcing basket winners.

***BEAUTIFICATION:** The committee chairperson is responsible for maintaining the planters in front of school entrances. Volunteers are needed throughout the year to assist the committee chairperson plant and water flowers. This is ideal for volunteers who do not have daytime availability, as weeding and maintenance can be completed any time.

BOOK FAIR: The Scholastic Book Fair is scheduled three times during the 2019-2020 school year - September 26 through October 8, January 22 (evening only), and May 7 through 18. Volunteers help committee chairpersons by setting up/tearing down the fair, counting student money sent in prior to the fair, and assisting students during their in school shopping times. Many parents choose to volunteer during their student's assigned shopping time, but volunteers are welcome to help during any class' time.

COMMUNITY SERVICE COMMITTEE (CSC): Committee chairpersons are responsible for planning and organizing service oriented events throughout the year, and advertising these events to the Evans Community. Volunteering you and your child's time is a fulfilling way to teach our students the importance of helping others.

***DAYTIME HELP:** Throughout the year, the committee chairperson sends emails regarding volunteer opportunities for events such as bus duty, the spring and fall picture days, Kindergarten orientation and field day. The chairperson does not need to attend all of the events, so all of the work for this committee can be completed at home.

***DINING OUT:** Dining Out Events allow families to "dine out" at local restaurants, with a portion of sales donated back to the H&SA. Committee chairpersons are responsible for scheduling these events, as well as providing the H&SA Secretary with digital or paper advertising, all of which can be done from home.

***DIRECTORY:** The student directory, through AtoZ Connect, allows current Evans families to connect with one another for playdates, birthday parties, etc. The committee chairperson maintains the student directory throughout the year, and is responsible for it's set up and end of year clean up in August. Since the directory is online, all work for this committee can be completed at home.

FUN RUN: The Ram Runners Fun Run, scheduled for Friday, September 20, 2019, is a fundraiser which incorporates fun with a healthy lifestyle. Committee chairpersons are responsible for organizing the event as well distributing donation information to families. Volunteers are needed during school hours to help students complete activity stations and cheer on students throughout the event. Committee chairpersons will send an email in the beginning of the school year asking for daytime volunteers to help during the Fun Run.

EVANS T-SHIRTS: Each year, the H&SA provides one Evans t-shirt to every student, teacher and staff member to be worn on field trips, unity days, field day, etc. After the committee chairperson receives the order in mid-September, volunteers are needed to assist with the sorting of the shirts during school hours.

***FAMILY FUN NIGHTS:** Events include the Water Ice Social (Friday, September 20), Family Ice Skating (Friday, December 27), Family Bingo (Friday, February 7), and Family Movie Night (Friday, May 8). The committee chairperson is responsible for planning and organizing events, as well as coordinating volunteers to help during day/night time events.

***FIGHTIN' PHILS TICKET SALES FUNDRAISER:** In February 2020, the committee chairperson will distribute order forms to purchase ticket booklets for the Reading Phillies during their 2020 season.

***SHOP AROUND THE BLOCK:** Scheduled December 2-6, 2019, Shop Around the Block is an opportunity for Evans families to get their holiday shopping done while supporting the H&SA. Participating vendors at Providence Town Center will donate a percentage of sales made by Evans families to the H&SA. Committee chairpersons are responsible for coordinating donation details with vendors and advertising a list of these vendors prior to the event. All of the work for this committee can be completed at home.

LAMINATING: Every Tuesday morning and Thursday afternoon, volunteers meet in the library conference room to laminate and cut items for the teachers and staff. Committee chairpersons create and send a sign up for volunteers about 4 times per year. Time spent per shift is about an hour and a half, but any amount of time you can help is appreciated. Volunteering for this committee does not mean that you are required to laminate each week. Laminating machine training is provided if desired. Volunteers who do not want to operate the machine can cut the laminated pieces.

ORIGINAL WORKS FUNDRAISER: Each year in art class, students create one piece of art to be showcased during our fundraiser. Families can purchase items such as coffee mugs, tote bags, mouse pads and more featuring their child's artwork. Order forms will be distributed in November 2019. The committee chairperson is responsible for scheduling and advertising the fundraiser as well as the sorting and distribution of orders. Arriving in December, these items make great gift ideas for Christmas and Hannakauh.

***REFUNDING:** The committee chairperson is responsible for coordinating items for refund, such as General Mills Box Tops, Amazon Smile, Giant A+ Rewards and ShoeBox shoe recycling. The chairperson will also organize any classroom/school contests associated with these collections.

SPIRIT STICKS: Volunteers are needed to assist the committee chairperson with sales during recess for grades 1-4 (October 24, January 30, March 26, and May 28). Kindergarten sales are scheduled separately from other grades and volunteers are requested separately, if needed. The committee chairperson collects monies for and distributes Spirit Grams (Birthdays, Back to School, Thanksgiving, Valentine's Day, and PSSAs), creates the volunteer sales sign up, and replaces spirit stick inventory as needed.

***SPIRIT WEAR:** Committee chairpersons help the Evans community show off their school spirit by organizing online sales of Evans Elementary and Spring-Ford Spirit Wear. All of the work for this committee can be completed at home.

TEACHER/STAFF APPRECIATION: This committee organizes a teacher/staff appreciation dinner during fall conferences and a luncheon during teacher appreciation week in the spring. Volunteers are needed to help set up and provide items for these events. Volunteers without daytime availability may help by sending in a food item or a monetary donation.

YEARBOOK: Volunteers are needed to take pictures at various events held throughout the school year and to assemble the annual yearbook. Digital cameras are available for use upon a volunteers arrival at the school. Since help is needed primarily during school hours, those with day time availability are needed.