



NIXON PTA COMMITTEE DESCRIPTIONS

Audit:

Description: Performs audits of the PTA's bookkeeping 1-3 times per school year

Book Fair:

Description: To allow Nixon School students the opportunity to view and purchase books.

Book Swap:

Description: Students bring in a gently used, age-appropriate book to swap with others; occurs once per month; held during lunch hours for grades 1-4, kindergarten times arranged with teachers.

Box Tops:

Description: Organize collection of Box Top coupons from various General Mills products

Campbell's Labels for Education:

Description: Organize collection of labels

Character, Spiritual & Scholarship:

Description: The scholarship committee gets together to determine who receives the Ella Wink Scholarship. Ella Wink was an educator in the Roxbury Township School District.

Cultural Arts:

Description: To decide on and schedule programs/assemblies for the student body of Nixon school

Directory:

Description: To provide parents and teachers with a printed directory of student addresses and phone numbers.

ETCEP:

Description: Collection of used printer ink cartridges earns cash back for PTA funds

Fall Festival:

Description: For the Nixon school students to have fun all day with games and prizes. 3 chairs needed 1- Schedule, 1- Prizes, 1- Volunteers & Games



Family Nights:

Description: To bring all the Nixon school families together for 4 -5 nights of fun; Themed nights include Bingo Night, Square Dance, Movie Night, and a DJ Dance.

Field Day:

Description: A day of sports and games for all Nixon students. (Mrs. Melillo planned/organized Games/activities)

Fourth Grade Dinner:

Description: A pizza dinner is organized for early in June as a send-off for the fourth grade classes. Families wishing to attend pay their own way. A gift is given to the students compliments of the PTA.

Holiday Fund Drive:

Description: To sponsor families for the Thanksgiving and December holidays; providing them with food/gifts

Holiday Gift Making:

Description: Nixon School students come in to school on the first Saturday in December to make crafts for the upcoming holidays to give as gifts to family and friends. Approx. 200 Nixon students attend this event, with each child making 8-10 individual projects.

Hospitality:

Description: To coordinate refreshments for Back to School Night & PTA meetings.

Kindergarten Visitation:

Description: This committee coordinates the visitation program for the in-coming kindergartens students entering Nixon school. The committee requires some preparation before the actual day of visitation: food shopping, purchasing balloons, etc.

Liaison to BOE (Board of Education):

Description: To attend the Roxbury Township Board of Education meetings, which are held twice a month on report back to the PTA about what is going in on throughout the district.

Liaison to Teachers:

Description: Goal of this committee is to assist the teachers by matching volunteers with teachers' needs. The committee will develop a schedule of volunteers to staff the copy room on a daily basis for teachers' general copying needs.



Market Day:

Description: A monthly program offering families the opportunity to purchase food items which raises additional funds to support the PTA. Purchased items are delivered by truck each month to the school, unloaded and sorted by committee members and picked up by school parents.

Membership:

Description: To encourage parents and teachers to be a member in good standing of the Nixon PTA.

Plant Sale:

Description: To allow Nixon school students an opportunity to purchase flowers for Mother's Day.

Post Office:

Description: The Nixon school inter-class postal service gives the all students the chance to correspond with other students and teachers. The 3rd grade students run it. Mail delivery is twice a week.

Publicity:

Description: This committee takes candid photos of Nixon students at various activities throughout the school year and submits them for publication to the various local newspapers.

Reflections:

Description: This program is run on the national level by the PTA. Students create a drawing about a predetermined theme at the beginning of the school year. Committee communicates theme for upcoming year and encourages participation by the student body.

Room Representatives:

Description: Coordinates the Room Rep Tea in September and prepares class list for room moms.

School Sportswear:

Description: Coordinates the ordering and distribution of Nixon school merchandise to students, parents, and teachers.

Staff Appreciation:

Description: To celebrate Teacher Appreciation Week. Committee organizes the week's event including food; a theme is picked and the committee works with that theme.



Teacher's Grant:

Description: Reviewing and approving mini grants submitted by Nixon teachers

Tricky Tray:

Description: Fundraiser held in a banquet hall in spring.

Yearbook:

Description: Prepares the school's annual yearbook. Committee will coordinate the taking of candid photos throughout the year; send out order forms, members will meet to work on paste up of pages.