

**Thank you for becoming a member of the BEU PTA! Our mission is simple: to help our children, teachers, and staff at BEU have the best learning and working environment available. We can achieve this by volunteering our time or services in various ways and times throughout the year. A great way to volunteer is to sign up to serve on a committee. Each committee is described below. We have several to choose from and hope that one will meet your volunteer needs. There are so many ways to contribute and we are so excited to see BEU parents working together to benefit our students and staff.**

## **Spirit Wear**

Co-Chairs: Courtney Gilbow

Liaison: Ashli Eaves

This committee meets to create and coordinate BEU's awesome spirit wear! The committee selects design options for families and staff, and coordinates ordering.

Volunteer responsibilities may include:

- Assist with collecting/tallying orders
- Assist with fulfilling orders
- Be present at events to sell swag such as Open House, Carnival, etc

\*This committee is open to daytime and evening volunteers.

## **Special Events**

Chairs: Shreya Mukerji, Kelli See

Liaison: Beth Butcher

This committee meets as needed to plan events that foster community for BEU families and staff. Said events have different needs which can include but are not limited to:

- making games/activities
- decorating for events as needed
- setting up food vendors
- purchasing supplies needed within allotted budget
- securing volunteers for shifts at events
- setting up and tearing down events

\*This committee is flexible for daytime or evening volunteers.

## Staff Appreciation

Chairs: Lauren Wilmes, Jessica Uhlmeier

Liaison: Julia Stensby

The purpose of this committee is to show appreciation for all that our amazing BEU staff does throughout the year for our kids, school, and families. We show our appreciation through various events, handmade gifts or cards for special recognition (birthday, wedding, birth, sickness, death, etc), along with food and beverage treats.

Meets twice per year (once for the first half of year and once for the second half of year)

Timeline for some of this committee's needs:

- August: Back to School treat
- October: Fall treat
- November: Dinner for conferences (2 nights)
- December: Holiday treat
- February: Dinner for conferences (2 nights)
- March: Spring Break treat
- May: Staff Appreciation Week

\*This committee can be flexible on daytime and evening volunteers depending on needs.

## School Grounds

Chair: Lindsay Brekke

Liaison: Jeanine Atwell

This committee is responsible for coordinating with the Principal, PTA, and CPS to maintain and undertake projects to enhance the building and grounds.

\*This committee can be flexible for daytime and evening volunteers.

## Fundraising

Chair: Kim Scates, Shawna Cook, Courtney Gilbow

Liaison: Jeanie Atwell

This committee meets as needed to discuss yearly fundraisers and the PTA's fundraising goals. Historically fundraising efforts have included Shakespeare's Pizza, Box Tops, and Scrip.

\*This committee can be flexible for daytime and evening volunteers.

## Outreach

Chair: Brooke McCarty, Melanie Mendenhall

Liaison: Lakisha Stark

This committee meets at the beginning of the school year to discuss goals and plans.

The committee will meet as needed otherwise.

Volunteer responsibilities include:

- Communicate with office staff, nurse, counselor, and teachers about family's needs
- Help coordinate and orchestrate school supply drive (summer), holiday drive (Nov-Dec), and any other necessary drives to help our school community.
- Work with local businesses for sponsorship opportunities

\*This committee is flexible for daytime and evening volunteers

## Hospitality

Chair: Brooke McCarthy

Liaison: Lakisha Stark

This committee meets at the beginning of the school year to discuss goals and plans.

Other committee meetings happen as needed throughout the year.

Volunteer responsibilities include:

- Create/Distribute a "welcome" packet to all new families
- stay in contact with office staff to be alerted of new students/families
- reach out to new families with a personal call or handwritten note encourage membership to the PTA!

\*This committee is open flexible for daytime and evening volunteers

## 5th Grade

Co-Chairs: Cami Turner, Kalyn Davidson

Liaison: Julie Stensby

This committee will meet as needed to plan events for fifth graders during their final year at BEU. Typical events include BIZ Town field trip, end of year party, and graduation.

Volunteer responsibilities include:

- Raise funds to support events planned
- Plan, setup, and help with scheduled celebrations

\*This committee is open to all 5th grade parents and can be flexible for daytime and evening volunteers.