

*We look forward to your full participation in JCSD's Parent Teacher Organization. There are many opportunities to get involved. Below is the list of committees and other important positions that need to be filled. In addition to chair persons, we of course will need many other active committee members which will enable us to have a thriving PTO.*

*Please note your interest below and return the form to Ms. Bobbi in our JCSD office by the beginning of the school year. If you have any questions, please feel free to call the office at (760) 340-2039 and we will be happy to answer your questions.*

**PTO Co-President** \_\_\_\_\_

**Two PTO Co-Presidents work with Head of School and School board to ensure successful running of school PTO. This includes planning and leading meetings, preparing agenda, weekly updates, overseeing PTO planned activities and fundraisers.**

**Secretary** \_\_\_\_\_

**Secretary** Attend PTO meetings and take minutes. Send out minutes to parents.

**Programming** \_\_\_\_\_

**Plans social events for school such as picnics, parents night out, etc.**

**Hospitality/ Mitzvah Committee:** \_\_\_\_\_

**Hospitality/ Mitzvah Committee buys and sets up food for various school events. They also send correspondence to school families for various life events (birth, hospitalization, welcome new family)**

**Fundraising Committee Chair** \_\_\_\_\_

**There are a few types of fundraising done at JCSD other than our silent auction. We need someone to be in charge of each area**

**Giving Campaign- Need to oversee campaign & track results** \_\_\_\_\_

**Social Fundraising- Fun events that also raise monies** \_\_\_\_\_

**Scrip Gift Cards sales-Place card orders** \_\_\_\_\_

**Box Tops-Bundle and send in to company for reimbursement**

Rebecca Mata and Yael Holzman

**Escrip and other card programs-Inform parents how to participate** \_\_\_\_\_

**Snack Shop** \_\_\_\_\_

**Snack shop volunteer buys and stocks up snack shop in school office. All snacks must be kosher and healthy choices.**

**School Photographer/Historian** \_\_\_\_\_

*Takes pictures at events. Creates a scrapbook for the year.*

**Community Outreach Committee** \_\_\_\_\_

*Works with School Director and PTO to look for ways children can help in community. This may be volunteer projects, singing at events, donation collections, etc.*

**Recycling** \_\_\_\_\_

*Volunteer takes plastic bottles and aluminum cans to collection site for payment. This is done once a week.*

**P.I.P Points**

*Monitors volunteer hours and collates outstanding payments every trimester.*

**Beautification Committee** \_\_\_\_\_

*This is an ongoing process to beautify the school ground.*

**Tribute Program** \_\_\_\_\_

*Create a program to allow parents, family members, friends to make donations to the school's new endowment fund.*

**Room Parent:**

*The room parent plays a very important communication role. They let parents know how best to help teachers, and communicate various deadlines and requirements of the school and PTO. One per grade is needed.*

Kindergarten \_\_\_\_\_

First Grade \_\_\_\_\_

Second Grade \_\_\_\_\_

Third Grade \_\_\_\_\_

Fourth Grade \_\_\_\_\_

Fifth Grade \_\_\_\_\_

*Library*

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*Technology*

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***Please write your name and contact number next to the committee/positions that you have interest in. You can sign up for more than one area since many jobs require a small time commitment.***

***Thank you!***