



DELORES M. MOYE ELEMENTARY SCHOOL

# P.T.O.

## WELCOME TO MOYE!!

During its eight years in existence, the Moye School Parent Teacher Organization not only has given parents an opportunity to get involved with their children's school, but it also has raised and donated several thousands of dollars to Moye. That money has been used to acquire items which help teachers teach, help students learn, help build school unity and help make our facility more functional and appealing.

The key to our PTO, obviously, is the participation of parent volunteers. Whether you are a working parent or a full-time parent, there is a place for you in our organization. From chairing a fundraising event to counting soup labels and box tops in your home, there are various ways you can contribute. Please complete the attached form and let us know how you might like to be involved.

PTO general membership meetings are scheduled monthly beginning in September. A current schedule is also available on our website. ( [www.moyepto.com](http://www.moyepto.com) ) Regardless of your level of volunteerism, we welcome your attendance and your ideas at these meetings.

Thank you for your interest in the Moye School PTO. If you need more information or want to share ideas or input with our organization, please contact any of the 2011-2012 PTO Board members.

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**618-589-3605**

# PARENT VOLUNTEER SHEET

## 2011-2012

Our PTO-sponsored programs raise much-needed funds for Moye, are fun for our children, and offer rewarding experiences for the parents who volunteer.

Below is a list of areas where your help may be needed. Most of the committees listed have existed in the past. If they're approved by PTO membership and have enough volunteer support, they again will be active during the upcoming school year. Please check your areas of interest, supply the information requested, and return this form to your child's teacher or to the school office.

Whether it's 2 hours or 20 hours, your time is appreciated. Volunteering is also a wonderful opportunity for you to bond with your child and learn more about Moye School. The success of all PTO efforts depends on our parents— so please consider sharing your talents, time and energy with us. Thank you!

### PTO Committee

_____ Art to Remember	Winter
_____ Birthdays	Once a month
_____ Book Fair (Fall)	September
_____ Donuts with Dad	September
_____ Family Night	September
_____ Book Fair (Spring)	April
_____ Family Night	April
_____ Box Tops for Education	All Year
_____ Campbell's Labels	All Year
_____ Cold Hands, Warm Hearts	November/December
_____ Directory	August/September
_____ Entertainment Book	August/September
_____ Family Reading Night	March
_____ Food Drive	May
_____ Get Smart with Art	All Year
_____ Holiday Shopping Boutique	November
_____ Kids Care Campaign	Feb/March
_____ Movie Night	September
_____ Outdoor Classroom	All Year
_____ PTO Bulletin Board	All Year
_____ Reading Counts	All Year
_____ Recycling	All Year
_____ Retail Fund Raisers	All Year
_____ Room Parents	All Year
_____ Santa's Cottage	December
_____ Breakfast with Santa	December
_____ School Supplies	May/August
_____ Special Programs	All Year
_____ Spirit Sales	3 sales /year
_____ Spring Fling	April
_____ Staff Appreciation	November/May
_____ Staff Wish Tree	December
_____ Trivia Night/Auction	November
_____ Trunk Sale	September
_____ Yearbook/DVDs	All Year (Yearbook)/3 times a year (DVD)

**NAME(S):** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_ **E-MAIL ADDRESS:** \_\_\_\_\_

**CHILD'S NAME:** \_\_\_\_\_ **CHILD'S TEACHER:** \_\_\_\_\_

## **PTO COMMITTEES 2011-2012**

**Art to Remember-** This fundraiser uses our children's artwork they do in class. Their artwork can be transformed into many different items which are available for purchase. Volunteers are needed to help order the items and distribute them upon delivery.

**Birthdays** – Once a month, all students who have a birthday in that month can choose between a piece of cake or a bookmark in the cafeteria during their lunch period. (Summer birthdays are not forgotten!) Committee members distribute the cake and bookmarks. Cost is covered by the PTO and Sodexo.

**Book Fairs** – Scholastic Book Fairs in the fall and spring allow students to buy books during their library time or before/after school. Parents may shop any time during book fair hours. Volunteers are needed each day to set up and organize the books, help students make their choices, get information from teachers for their "wish lists" and collect money. Proceeds from the fall fair are used to acquire books for Moye's library; proceeds from the spring fair are used to help students buy books at half price. Thursday evening of Book Fair week is "Family Reading Night" and "Donuts with Dad" is Wednesday before school.

**Box Tops for Education** – Volunteers trim, sort and organize box tops from General Mills products; the box tops are redeemed for cash.

**Campbell's Labels for Education** – Volunteers clip and organize labels (from Campbell's and other products) to be redeemed for educational/athletic equipment.

**Cold Hands, Warm Hearts** – This committee is responsible for putting up and decorating the large Christmas tree the week before Thanksgiving. Then, they collect and display children's hats, mittens, and gloves. The committee chooses a charitable organization to receive all donated items during the holidays.

**Directory** – At the beginning of the school year, all families are invited to complete information for a school directory. The committee collects the forms, enters and compiles the data, and prints out the directory. It also distributes the directory to the appropriate children.

**Entertainment Book** – Entertainment books are filled with various discounts and coupons for local and St. Louis-area restaurants, attractions and businesses. Volunteers are needed to distribute and collect books from classrooms.

**Family Reading Night**—This committee works closely with the teachers at Moye to promote a night of family fun while encouraging the importance of reading.

**Food Drive** -- This committee helps organize the Moye Food Drive held in May. They collect food and then, with the help of students, deliver it to the O'Fallon Food Pantry.

**Get Smart With Art** – This state-recognized program is designed to expose students to different types of art in a comfortable, age-appropriate manner. Volunteers present a different work of art once a month to their selected grade (October through May). Volunteers help create presentations that encourage both fun and an understanding of art. A presentation takes about 20-30 minutes for each class. Schedules are developed at the beginning of the school year for flexibility between presenter(s) and teachers. There is no need to have any art background. All materials are provided.

**Holiday Shopping Boutique** – This holiday shopping event, held during evening conferences is a great opportunity to shop from many home-based businesses all in one place, at one time. Volunteers are needed to work that evening and help with planning and publicity. If you would like to help or you own a home-based business and wish to participate, please contact Sue Tinge at 618-624-3049.

**Kids Care Campaign**—This committee provides ideas and opportunities for Moye students to learn about worthy causes and give back to their community.

**Movie Night** -- This event held each year in September is in need of volunteers to help set up, serve popcorn and lemonade, and clean up.

**PTO Bulletin Board** – A volunteer or two is needed to decorate the PTO bulletin board and keep it updated with current info about the PTO.

**Reading Counts** – This committee works closely with the teachers to promote reading. Volunteers label library books for the Reading Counts program and run incentive contests for students all year.

**Recycling** -- This committee encourages and educates students about recycling at school.

**Retail Fund Raisers** – This is a small committee that organizes and publicizes the fundraisers which in the past have included some favorites such as Papa Vito's, Schiappa's, Culver's, and Centerfield Park. Volunteers help organize, schedule, publicize and manage the event.

**Room Parents** – At the beginning of the school year, parents may volunteer to be room parents for their children's classes. Room parent duties include:

- 1) Coordinating their classroom's contributions for the PTO fundraisers, i.e. Art to Remember, Auction Baskets;
- 2) Working with classroom parent volunteers to ensure candid pictures for the yearbook are taken at class events – field trips, parties, other occasions;
- 3) Coordinating classroom parties; and
- 4) Working with the teachers in other areas they identify.

**Santa's Cottage** – Children have the opportunity to buy low-cost gifts for friends and family. The "store" is at Moye and visited during scheduled library times. Volunteers are needed to assist kids with their selections and help them budget their money.

**Breakfast with Santa** -- This committee provides kids with an opportunity to meet Santa and do holiday crafts. This may be a breakfast or an evening event depending on the schedule.

**School Supplies** -- This committee distributes and collects order forms in May for prepackaged school supplies. They also help distribute supplies before school starts in August.

**Spirit Sales** –This committee sells Moye shirts and spirit items. It fills orders during scheduled sales (3 times a year) and sells items at PTO functions throughout the year.

**Special Programs** - This committee is responsible for bringing special events to the school. This year, it will involve assemblies and activities like Sky Dome, Earth Dome, and The St. Louis Reparatory Theatre.

**Spring Fling** – This fun event features rides, inflatables, games and food. It is held on the back lot and in the cafeteria. Volunteers are needed to help set up, run, and take down the games and activities; help in the kitchen; sell tickets; and provide baked goods.

**Staff Appreciation** – This committee helps decide how to show our appreciation to the staff. It usually involves a dinner during parent-teacher conferences in the fall and a big year-end luncheon in May. The committee organizes food, decorations and gifts.

**Staff Wish Tree** – This committee puts up a small Christmas tree at Moye. They distribute "ornaments" that teachers complete with their wishes for their classrooms. These are hung on the tree (by the committee) as a way to help parents know which holiday gifts for teachers will be most appreciated.

**Trivia Night/Auction** – **This will be the primary fundraiser for our school.** In an effort to keep our kids from having to sell various items to the general public, the PTO hosts an adult evening including trivia and silent/live auctions. Last year, this event netted more than \$24,000 for our school, allowing our PTO to provide many much needed and anticipated programs for our school. *Please consider offering your help.*

**Yearbook**- This committee takes and/or collects pictures throughout the year of different events. It works with Lifetouch to create a yearbook for the students to enjoy for years to come.

**Visit [www.moyepto.com](http://www.moyepto.com) for a complete listing of committees, chairpersons and contact information as well as all of your PTO needs.**