

Rocky Point PTA Standing Committees

Audit Committee-Needs 3 members, 2 from the Executive Committee (cannot be the president or treasurer since they are signers on the account) and 1 person from the membership.

Jackie Manzanares has volunteered and is a certified public accountant.

- An audit committee of no fewer than three (3) members or a professional auditor shall be appointed by the executive board at least two (2) weeks prior to the date the audit report is due.
- This committee shall examine the treasurer's accounts and, satisfied that they are correct, sign a statement of that fact to be presented for adoption by the membership at the first meeting of the succeeding school year.

Budget & Finance Committee-Karen Solomon, Chairperson. 3 Members required. The executive board along with Jackie Manzanares from the membership will meet at the end of August to set up the budget. This will be voted on and adapted at our first meeting on September 19, 2024.

Bylaws Committee-Elizabeth Drago, Chairperson
Requires one Council chair only. Units should appoint a Bylaws & Procedures Chair. Keeps Council's bylaws and procedures up to date. Helps individual Units with bylaws submissions and procedures.

Fundraising Committee-Katelyn Miller, Chairperson

- a standing committee with goals of raising funds to insure the financial viability and stability of the organization.
- to raise the amount needed to meet the proposed unit budget and to work cooperatively with the PTA president and treasurer in accounting for receipts and disbursements for the activity.
- The committee may also plan specific fundraising events and activities.
 - Apparel Sale
 - Eagle Cards
 - Charleston Wrap (runs itself)
 - Homecoming
 - Fall and Spring Flower Sale through Jamesport Nursery
 - David's Cookies/Cheesecakes

- Holiday Boutique
- Little Shoppers
- Valentines Fundraiser
- Square 1 Art

Holiday Boutique Committee-Natalie Cea, Interim Chairperson

- For the holiday season, our PTA offers a wide assortment of reasonably priced items for sale through local vendors and community groups. Additionally there are concessions, pictures with Santa, story time, carolers, teacher gift wrapping station and generous raffle baskets.
- Chairs communicate with the vendors, help with set up and break down of the event, as well as volunteer during the event.

Membership Committee-Kelly Cummings, Chairperson

- Set realistic goals that are supported by the executive board.
- Develop a campaign and calendar of activities covering the entire PTA year.
- Use PTA publications to aid in recruiting and retaining members.
- Provide promotional materials and membership cards at all functions. *Add disclosure on the membership/eagle card turn around for 10 business days*

Movie Night Committee-

- **We offer an outside movie night and an indoor for students and families. This committee is responsible for picking the movie, ordering snacks (if applicable), creating the flier, helping with set-up, break down, and volunteering during the event.**

Newsletter Committee-Natalie Cea, Interim Chairperson

To inform about PTA issues and activities, about what is happening in the school, and about education and legislation.

- To publish accurate, factual, timely information that is easy to read and understand.
- To share news from the National, state and region PTAs.
- Proofread thoroughly.
- Work with the president to set a publishing calendar.

- Decides on content and layout for each issue. The president approves the final copy and checks with the administration on matters of school policy.
- Oversees production and distribution of the newsletter, in hard copy and/or electronically.
- The committee can individually write articles or request articles from knowledgeable PTA or school community members. The editor should approve all content.

Nominating Committee- There shall be a nominating committee consisting of 3 members: 2 of whom shall be elected by the executive board from its body, and 1 who shall not be members of the executive board, elected by the association at a regular meeting of the association at least sixty (60) days prior to the election meeting.

- A. The committee shall elect its chair.
- b. The nominating committee shall nominate one person for each office to be filled.
- c. Members of the nominating committee may be nominees for office without resigning from the committee.
- d. Only those persons who have consented to serve if elected shall be nominated for or elected to such office.
- e. The nominating committee shall present its report at the regular meeting of the association in March at which time additional nominations may be made from the floor. (See letter (f) if applicable). The report of the nominating committee will be published two weeks prior to the meeting.

PARP "Pick a Reading Partner" Committee-

- To promote childhood literacy and foster the love of reading by asking parents or caregivers to set aside fifteen minutes daily to read with their child.
- New York State PTA sponsors PARP awards annually. The committee can work closely with reading teachers to make parents aware that they can help reading readiness in young children.
- **The chairs are responsible for helping come up with a theme, updating the PARP website, ordering prizes, and coordinating a kick**

off assembly. Planning for this event should start at a minimum two months before the event.

Reflections Committee-Erin Walsh, Chairperson

SERC Committee-Beth Henry, Chairperson

- Support, strengthen and promote a greater awareness and understanding of special education and the student with any exceptional needs.
- To support parents and caregivers of children with special needs, including sharing information and knowledge of special education regulations.

Shared Decision Making Committee-

FJC-

JAE-

Middle School-

High School-