



Roberta Tipps Elementary PTA

Parent volunteers are essential to the success of the Roberta Tipps PTA. Giving your time, your talent and ability will not only help our school, but it will enhance our children's education. Please join us by volunteering where your time allows.

**The following list includes chairperson positions (descriptions on the back)
available for the 2019-2020 school year.**

Please mark your interest below by indicating your 1st choice, 2nd choice, etc.

If you are unable to hold a chair position but would like to volunteer in other ways, please look for information to come home at the beginning of school year regarding other volunteer opportunities.

- | | |
|--|---|
| <input type="checkbox"/> After School Activities | <input type="checkbox"/> Arts in Education |
| <input type="checkbox"/> Birthday Wall | <input type="checkbox"/> Book Fair |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Community Outreach |
| <input type="checkbox"/> Concessions | <input type="checkbox"/> Council Delegates |
| <input type="checkbox"/> Dad's Club | <input type="checkbox"/> Faculty Appreciation |
| <input type="checkbox"/> Fundraising | <input type="checkbox"/> Promotions |
| <input type="checkbox"/> Spirit Wear | <input type="checkbox"/> Student Recognition |
| <input type="checkbox"/> Student Socials | <input type="checkbox"/> Yearbook |

Name: _____

Phone #: _____

E-Mail: _____

Please return the completed form to your child's teacher by April 26.

If you have any questions, please feel free to contact me.
Carroll Burney, 2019-2020 President, tippspata@hotmail.com.

Supporting our children...Supporting our School

After School Activities - Coordinates after-school functions including Spirit Nights at local restaurants/businesses; responsible for school supplies orders through PTA (online as of 2015-2016 school year).

Arts in Education - Coordinates the National PTA Reflections program and brings art awareness to our campus.

Birthday Wall- Responsible for the coordination of all aspects of the birthday wall, including creating flyers, receipt, filling of orders and placement of the birthday posters each month.

Book Fair – Responsible for book fairs including publicity, coordinating volunteers, set-up, post fair packaging and accounting of items sold.

Communications – Coordinates volunteers for PTA sponsored functions and efforts and maintains volunteer database; Responsible for updating PTA website and posts to Tipps PTA Facebook page.

Community Outreach – Coordinates with MISD Council of PTAs Clothes Closet and other drives; Responsible for Holiday Cheer throughout different seasonal events (Thanksgiving tree, Valentine's hearts, etc.)

Concessions - Coordinates concessions for PTA events including procurement of the items, set up/clean up & volunteers

Council Delegates - Attends approximately five (5) MISD Council of PTAs meetings acts as liaison to the Roberta Tipps Board, reporting on topics discussed at Council meetings.

Dad's Club- Organizes the Dads/Male figures in the school to increase participation and host events that encourage male involvement.

Faculty Appreciation - provide signs of support and recognition for faculty during National Teacher Appreciation Week and throughout the school year.

Fundraising - Responsible for selecting fundraising vendors, ensuring delivery of fundraising items, and reporting results.

Newsletter - Produces the Roberta Tipps PTA newsletter including gathering information, publicity of the newsletter, deadlines and distribution.

Promotions - facilitates Corporate Promotions programs on our campus (Box Tops)

Spirit Wear - Responsible for the selection of the vendor(s) & approved spirit wear items, sale and delivery of products.

Student Recognition - Coordinates the recognition of student birthdays, perfect attendance, and rewards for academic and behavioral accomplishments.

Student Socials - Coordinates student social activities including parent night out and other social activities.

Yearbook- Responsible for the working with the staff yearbook coordinator for Tipps Yearbook including flyers, receipts/filling orders and the creation of the yearbook (software program provided).

If you have any questions or would like more details about any of the chair positions, please contact Carroll Burney, 2019-2020 President, at tippspta@hotmail.com.