

**SMITH PARENT TEACHER ORGANIZATION
(PTO)**

MISSION STATEMENT

Is to support the curriculum and staff through fundraising and volunteerism that results in all students learning the knowledge and skills to be productive members of our free and democratic society.

Every parent and teacher within the Smith district is automatically a member of the PTO. There are many ways to participate.

- * Volunteering at an event**
- *Being a chairperson of an event**
- *Optional monetary donation**
- *Attendance at meetings**
- *Classroom help**
- AND SO MUCH MORE**

Please Volunteer,

Make the time...Make a Difference

You Help make Smith a great place for our children!

FOUR QUADRANTS OF SERVICE

SERVICE TO STUDENTS, FAMILIES, TEACHERS, AND FUNDRAISING

SERVICE TO STUDENTS

1. Back to School Social

- * Held at the Smith playground or school commons the week before school starts.
- * Families are invited to share in a treat while meeting teachers, & friends.
- * Many teachers come to meet the students before school begins.
- * Bus, lunch, and SACC personal are available to answer questions.
- * Sign up for PTO events.

2. Holiday Workshop

- * Traditionally held the 1st Saturday of December.
- * Activities include:
 - Children's "secret Santa shopping"
 - Wrapping by "Elves"
 - Multi-cultural activities
 - Photos with Santa
 - Children's crafts
 - Book Fair
 - Lunch sold

3. Arts Initiative Programs

- * Work collaboratively with the Smith School Arts Council to support arts integration programs at the school. Past examples have been artists; Candace Mazur Darmon, Steve Harpster & many more. The Arts Council is supported and encouraged to seek outside grant funding, will receive a portion of spring & fall fundraising.

4. Dine to Donate nights

- * Held in partnership with local restaurants to allow a simple fundraiser.

5. Literacy Events

- * Week long event held in Smith School Library that concludes
- * With the help of teachers and parent volunteers, students visit the library to identify books that they would like to purchase. The wish list then goes home for parents to decide what is appropriate to buy. Students then return to the library with their classmates to make their purchases during school or at the conclusion of the event on Friday evening. The Book Fair remains open during the F4 event for families to make purchases if they would like to.
- * Funds raised from the Book Fair go directly back to Smith School Library
- * Literacy Council supports this week and may ask for parent volunteers to help manage the book fair.
- * The Literacy Council is encouraged to seek outside grant funding to support programs and need. The Literacy Council receives a portion of fall & spring fundraisers.

6. Fifth Grade Celebration

- * Day of celebrating the years spent at Smith School and moving up to the intermediate school.
- * Budget of \$250 (pending PTO budget availability) for reimbursement. This is parent-led and organized with the 5th grade teacher team.

7. Carnival

- * Held outside on the playground (weather permitting).
- * Children's games, activities and fun.
- * Picnic foods and treats sold.

SERVICE TO FAMILIES

1. Communication

- * Updates included in school newsletter
- * Social Media
- * Phone & text messages as reminders for important events (via building principal)

2. All of the activities mentioned under service to students.

SERVICE TO TEACHERS

1. Back to School Staff Appreciation

- * Held on teacher work day before students start. Depending on funds available, Teachers may receive a back to school gift or luncheon.

3. Teachers Discretionary Funds

- * Money set aside to support supplemental classroom activities.
- * Teachers may request reimbursement up to \$50 per quarter based on available PTO budget.

4. Principal's Fund

- * Money allocated to the principal to use at their discretion for planned or unexpected expenses during the school year.

5. End of Year Staff Appreciation Week

- * Families show appreciation by celebrating ALL staff in our building to coincide with national "Teacher Appreciation Week".

6. Teacher Conference Dinners

- * Provide meals for teachers who begin conferences immediately after school and continue into the evening.

FUNDRAISING

1. Fall and Spring Fundraisers

- * Monies from sales go to support student, family, and teacher quadrants.
- * Items sold vary from year to year.
- * $\frac{3}{4}$ the total amount will remain in PTO general funds, $\frac{1}{4}$ will

2. Amazon Smile

- * Purchase gift certificates from Smith SCRIP program and Smith School receives a percentage of your purchase. For example if you buy \$100 of Scrip for Buehlers, Smith School receives 4% or \$4.

3. Box Tops For Education

- * Send in box tops and Campbell's soup labels and the school receives

4. Kroger Rewards

- * Kroger Reward #s can be linked to the school PTO to provide fundraising