



Miller Avenue PTO Committees

Join a committee now!!

At Miller Avenue school, there are many ways to get involved and make a difference through the PTO. Every form of participation, whether big or small, is highly appreciated and crucial to our collective success! The Miller Avenue PTO has multiple committees available for volunteers to assist in making each event successful. To help you find the perfect fit, here are descriptions of each committee. If you're interested in assisting with a specific committee, kindly click the link below to sign up for any open positions. Let's work together to create a vibrant and engaged school community! Please contact Lianne Hoffmann at LianneMAPTO@gmail.com or Lisa Kowalchuk at LisaMAPTO@gmail.com with any questions regarding committee positions.

Arts in Education

Each year the PTO, in coordination with the Miller Avenue office staff, puts together an Arts in Education schedule to provide in-school educational programs for the children several times a year. A committee chair is responsible for helping contact and scheduling the in school assemblies. The chair is encouraged to help find fun, educational assembly programs.

Dates: On going

Time commitment: 3-4 hours (at home, no need to attend assemblies). Most scheduling will take place toward the end of summer/ beginning of the school year.

Beautification

The PTO is in charge of updating the bulletin board in the front of the building next to the AP room. The committee will periodically update the bulletin boards, ideally seasonally. You will also work with the school to update the gardens as needed. Help keep the school beautiful!

Dates: Ongoing throughout the year

Time commitment: Designing (at home) & setting up the PTO bulletin board (at school); 1-3 hours per month/ season



Bingo Night

The chairperson and committee are in charge of planning and executing the evening event. The committee will man the admissions table, act as bingo checkers, man the prize table, and handle food. You will need to obtain bingo prizes and solicit raffle donations from the community. Also, the organization of the donation or purchase of food for sale can be added to the event.

Dates: Typically during PARP week (May)

Time commitment: 4-6 hours planning (at home); 4 hours setting up event & during event (at school)

Book Club - 1st & 2nd Grade

The 1st & 2nd Grade Book Club is a fun and engaging way to foster a love of reading in our younger students. Committee members help select or support the chosen book, create simple discussion questions and answers to guide conversations, and add a special touch by providing an additional activity (cupcake decorating bar) for the meeting. It's a low-pressure, creative way to connect with students and make reading feel like a celebration.

Dates: 2nd Grade - January, 1st Grade - April

Time commitment: Planning at home and set up event & during event at school (2.5 hours total)

Book Fair- Fall

The PTO holds two Scholastic Book Fairs each year, one in Fall and one in Spring. Each class has the opportunity to visit the Book Fair during the school day, and students can pick new books to purchase and bring home. Both events include a family night so that parents can help their child pick out books or even purchase books for themselves. A committee chair is needed to help set-up/take down the book fair structure, assist parent volunteers and to manage the checkout process, including running the cash registers.

Dates: Fall (October) & Spring (May)

Time commitment: 5-6 hours per day of book fair being held (In school)

Box Tops for Education

Assist the board with managing and coordinating our Box Top for Education campaign. Volunteer will assist with promoting the fundraiser and maintaining it (digitally) throughout the year.

Dates: On-Going

Time commitment: 100% Remote.



Candy Buy Back

Help facilitate after halloween candy donations to the school. The school currently has monster bins per grade to collect candy, these bins may need to be periodically updated. The chairperson/ committee will be responsible for updating the candy bins and contacting "Facing the Future Orthodontics" for candy donations to be sent to the troops overseas.

Dates: Shortly before Halloween to get bins ready/ donation scheduled.

Time commitment: 1 hour (at home); possibly more if candy bins need to be updated

Fall Festival

This is a PTO Executive Board chaired event, however, we need a few people on the committee to help facilitate the sale of tickets. The fall festival is an after school event at Finks Farm. We will need assistance with handing out bracelets the few days leading up to the event.

Dates: Beginning of October

Time commitment: 1-2 hours (at school)

Fall Mum Sale

This is a PTO Executive Board chaired event, however, we need a few people on the committee to help facilitate the pick up of Mums. The Mum sale will be pre-order with some availability for purchase day of. We will need a committee to be available to organize and hand out pre-orders/ sell any additional mums. The sale is typically held from 3-6 PM at Miller Avenue School.

Dates: Late September

Time commitment: 3 hours (at school)

Fruity Friday

The PTO is in charge of selling fruit to the students every other Friday during their lunch periods. The chairperson(s) is responsible for coordinating the pick up/ delivery of fresh fruit and healthy snacks, such as raisins and fruit cups. You will also be needed at the school to set up the fruit cart and assist volunteers during fruit sales.

Dates: Every other Friday (schedule to be released toward end of summer)

Time commitment: Fruit pick-up/ In-School for each Fruity Friday date (3-4 hours in school per Fruity Friday)



Fundraising

The Fundraising Committee helps make so many of our school's experiences possible! By planning and supporting fundraising events, members help provide important resources and opportunities for our students. From creative idea generation to event coordination, this committee is perfect for those who enjoy teamwork and making a difference in our school community.

Dates: Ongoing

Time commitment: Remote with donation pick ups

Gingerbread Hunt

Coordinate and organize the yearly Miller Avenue PTO Gingerbread Hunt around SWR township. Responsibilities are contacting local businesses and/or residents and supplying them with a Gingerbread cut out. Designing the checklist, arranging prizes for winners and collecting the cut outs at the completion of the event.

Dates: December

Time commitment: 1-5 hours (at home)/ delivering and collecting Gingerbread

Holiday Shop

The PTO sponsors a holiday shop for students to make purchases for holiday gifts. This committee selects a company to provide merchandise, selects the merchandise to be sold at the shop, coordinates volunteers to assist the students with purchases, and runs the cash registers. The committee will also need to be available to set up and clean up the shop. The shop is open during school hours for one week in December.

Dates: December

Time commitment: In school during school hours

Hospitality

As the Hospitality Committee, you will help organize events, refreshments, and special treats for various occasions. From back to school luncheon, staff appreciation events, bagel breakfasts and PTO meetings, you will help to ensure each event is memorable! The committee will need to organize food, refreshments, etc. You will also be responsible for helping to set-up each event.

Dates: Various dates throughout the year

Time commitment: At home organization of event/ theme (1-3 hours/ event); In-school set up (1-2 hours/ event)



Hot Cocoa Day

This is a PTO Executive Board-chaired event, however, we may need a few volunteers the day of the event to help set up decorations and serve hot cocoa to students.

Dates: December

Time commitment: In-school (1 time slot per grade, 1 hour each)

MoMA

Museum of Miller Avenue! Help plan Miller Avenue's very own art show. The chair person would work with the art teacher to coordinate timing and size of projects created by students. The event itself will need a chair to plan activities, decorations, food, raffles, music, entertainment, and santa. This event is better suited if it has multiple committee members.

Dates: March

Time commitment: 10-15 hours of planning (at home); 4-5 hours (in school) for set-up/ event

PARP

Parents as Reading Partner. The chair would coordinate an evening event and facilitate with Wading River PTA for the possibility of a dual event. You will also work with the school office to have events and assemblies occur during the school day, and facilitate a community scavenger hunt. The chair would work with our Arts in Education chair to facilitate any assemblies. Let's encourage students to put down their screens!

Dates: May

Time commitment: 1-3 hours at home/ In-school if needed for evening event

Picture Day

This is a PTO Executive Board chaired event, however, we may need a few volunteers the day of picture day/ retake day to help assist students.

Dates: November

Time commitment: In-school all day on picture day



Pop Up Shops

The PTO holds multiple pop up shops during the year. Each pop up shop is held during student lunch periods and is typically a 2 day event. Pop up shops include halloween, valentine's day, mother's day and father's day. The committee chair would be in charge of assisting executive board members in the purchasing of items to be sold to students, helping set-up the shop, selling items to students and assisting volunteers. This position can be split into multiple chairpersons, accommodating one chairperson per pop-up shop. Note: this does not include the December holiday shop.

Dates: Various dates

Time commitment: In school during lunch hours (3-4 hours per day per pop up shop)

Scholarship Committee

Each year the PTO awards graduating SWR High School students with scholarships to assist them with their college transition. Duties include setting parameters for applicants, collecting applications, grading each applicant based on the provided rubric and assigning winners. Communication with the District Office is also necessary throughout the process. The chairperson has the option to present the award with the Board at an assembly held at the High School in June.

Dates: February-May

Time commitment: 1-5 hours (at home)

School Dance

This job is best suited for a group of people formed as a committee to help the event run smoothly. The dance committee will do the event planning for our school's dance. This team will help transform our school's gym into the year's theme and create a day of fun. The committee will do everything including decorations, hiring a DJ, selecting food, organizing activities, set-up, and clean up.

Dates: February

Time commitment: 10-15 hours of planning (at home); 4-5 hours (in school) for set-up day before; All day the day of event



School Store

The PTO holds one school per month (with the exception of pop-up shop months) for students to purchase fun school supply items. Each school store is held during student lunch periods one Wednesday per month. The committee chair would be in charge of assisting executive board members in the purchasing of items to be sold to students, helping set-up the store, selling items to students and assisting volunteers.

Dates: Various monthly dates (to be determined)

Time commitment: In school during lunch hours (3-4 hours per pop up shop)

Science Fair

A chairperson is needed for this event to arrange collection and set-up of science fair projects (if needed by the school). The chairperson is also responsible for coordinating science demonstrations and project judges.

Dates: End of March/ Beginning of April (date to be set by school)

Time commitment: 1-5 hours (at home coordination of demonstrations/ in-school for drop off and set up of projects).

Second Grade Send Off Committee

A 2nd Grade Committee is a dedicated group of a chair-person and volunteers responsible for planning and executing a special event to celebrate the moving up of the second graders to Wading River School. The goal is to provide a memorable and fun experience for students, the moving up ceremony is typically held at the end of June. The chair-person/ committee will work with the school office to set up activities and food for the moving-up ceremony. This committee is also responsible for facilitating the gift of a t-shirt and yearbook for each 2nd grader, along with a bagel breakfast (typically held the last week of school).

Dates: May/ June (Moving up ceremony end of June)

Time commitment: 1-3 hours (at home coordination of 2nd grade moving-up ceremony) & day of event at school.



Shared Decision Committee

A collaborative group of teachers, parents, administrators and community members that work together on initiatives to improve the student body's learning and overall experience.

Dates: Three Meetings per Year

Sportswear Sales

The sportswear sale committee organizes and coordinates the sale of school spirit wear, showcasing our school pride and community spirit. We work with vendors to offer a selection of apparel and accessories. The committee manages designing and selecting products offered and organizing items for delivery to students at school. There is a fall and spring sportswear sale. The proceeds from the sale support various PTO events.

Dates: Fall & Spring

Time commitment: 1-3 hours (at home coordination) & drop-off of items to school

Square One Art

This chairperson helps coordinate the annual art fundraiser with Mrs. Brown, our art teacher. After coordinating a start date with the Square 1 rep each student prepares their art (during art class) on their labeled paper. Once all art is complete, the chair ensures that all students are accounted for and mails the art back to Square 1 in the provided box. You will assist with getting out information about ordering and organize and distribute the orders that are purchased when they arrive at the school.

Dates: September- November

Time commitment: 1-3 hours (at home)

Trunk or Treat

Help create a spooktacular night for our school community! The Trunk or Treat Committee organizes this beloved event by coordinating decorated cars ("trunks"), supporting volunteers, and helping with setup and event flow. It's a fun and creative way to bring families together and celebrate the season.

Dates: October



Veteran's Parade & Breakfast

Help us recognize and celebrate the heroes in our community. The Veterans Day Parade & Breakfast Committee organizes a meaningful school parade and a PTO-hosted breakfast for veterans and their families. Committee members help with planning, coordination, setup, and creating a welcoming atmosphere for this important event.

Dates: November

Yearbook

Lead a team to organize and create the 2024-2025 yearbook. This includes working with the yearbook company, software, as well as coordinating and organizing volunteers from each class. You will be responsible for communicating with volunteers, assisting with any issues that arise with photos, software and filling in any gaps in coverage. This is a large scale project requiring two co-chairs to work together.

Dates: September - April

Time commitment: Substantial Time (approximately 60% at home and 40% in school)