

2008 -2009 Committee Descriptions

Before choosing a committee, please read the committee descriptions below and contact the current chairperson if you have any questions about duties, time commitment, schedule, required experience, etc. These factors vary considerably amongst the positions, so everyone should be able to find a job that accommodates their interests, skills, and schedule.

Maintenance, 5 members. Heads one of 5 maintenance workdays per year (usually 8am until noon on a Saturday). Maintains organization of cupboards and drawers as a committee on a monthly basis (usually 8am until 10am on a Saturday). Sets up and puts away chairs at meetings. Oversees cleaning of the school. Inspects and maintains safety and maintenance of all equipment. Follows up reports of unsafe equipment. Skills in maintaining school equipment, as well as general “fix-it” knowledge, are helpful, but not necessary. Chair: Bruce Meyer

Nutrition, 2 members. Responsible for all CNS activities related to food including: weekly reminders of nutrition obligations, bake sales, potlucks. Does set up/clean up of refreshments at parent education meetings and other school functions. Helps with kitchen maintenance, weekly towel washing, stocking first aid kits. Solicits and picks up food for Fundraisers. Chair: Tom Angel

Communications, 2 members. Publishes monthly school newsletter and maintains website. Maintains parent information bulletin boards in hall, assists with distribution of flyers, public relations, and advertising/promotions of school. Organizes children’s art display for library, helps organize and staff booths at Week of the Young Child Fair and/or other public promotions. Helps with set up at meetings. General computer knowledge is helpful. Chair: Carrie Asosi

Curriculum, 4 members. Meets monthly with the director to discuss plans and ideas for following months’ curriculum (about 1 hour per month). Changes classroom bulletin boards and science display monthly (about 4 hours at the end of each month). Assists with obtaining guest speakers and organizing field trips. Stocks, maintains, and checks out book bags. Responsible for the care of live animals at school, and for arranging care on weekends, holidays, and summer vacation when animals may not be left at school. Chair: Shelly Santi

Fundraising, 6 members. Plans, organizes, solicits for and implements CNS’s first 5K fun run fundraiser in October. Since this is a new event, the time commitment is unknown, but will predominantly be during the summer and Fall. Oversees other fundraisers, such as Shopping Day, Vino 100 wine tasting, and a rummage sale in the spring. This committee will most likely require more time commitment during the summer and fall and less the rest of the year. Chair: Sheena Hobbs