



PTA PLAN OF WORK

Family Sock Hop

February 11th, 2011

Officer/Chairman Name: Christina Morales

Position: 2nd V.P. Family & Community Events

Year: 2010 - 2011

Responsibilities/- Duties:	Organize & market a family event with volunteers	Committee Members:	Tracy Asar, Teri Fichera, Marisa Hoover, Brandi Niblett, Amy Miller, Christina Vodges, & Kelly Knitowski
Goal:	Create a family fun dance with a 50's theme	Evaluation	

Activity	Date	Account Name	Income (projected)	Expense (projected)
Pizza-50 @ 6.50 each	2/11/11	Family Events	\$500.00	\$325.00
Various Concessions & Beverages	2/11/11	Family Events	\$300.00	\$300.00
Balloons- Decorations	2/11/11	Family Events	0	\$200.00
Various Expenses- popcorn bags, ribbon, stickers	2/11/11	Family Events	0	\$50.00
Band	2/11/11	Family Events	0	\$300.00
Total:			\$800.00	\$1175.00

Resources:	We will use decorations from last year, and Kindergarten decorations. These decorations will need to be budgeted for next year, as they only have one more year of use. The PE teacher will start teaching the kids dances beginning February 1 st . Pizza will be ordered from Papa Johns. We will resell a large pizza and 4 drinks for \$10.00, making about \$1.50 profit per pizza. This and other concessions should cover the cost of the event. We will also have a small classic car show, and a live band.
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Volunteer and Web Coordination: *What is the date you will need volunteers posted to the PTA web site? What is the date you want a description of the event posted to the PTA web site?*

Date	Item Description
2/11/2011	13 volunteers 2:45-3:45 Set-Up & Decorate 12 Volunteers 3:45- 4:45 Set-up & Decorate 11 Volunteers 4:45-5:45 Set-Up & Decorate 10 Volunteers 5:45- 6:45 Concessions Stand & Cashiers 9 Volunteers 6:45-7:45 Concessions 10 Volunteers 8:00-8:45 Clean-Up