



Canfield PTA: 2023-2024 Membership & Volunteer Information

We, the Canfield Parent Teacher Association, want to extend a friendly welcome to all new and returning parents and students! The Canfield PTA is a diverse, dynamic organization comprised of parent volunteers and teachers committed to enhancing the Canfield Local School District experience for every student and family. Last year, we rolled out an online membership and communication system to better serve our members. We will be using the same system for the 2023-2024 school year; it is called Givebacks.

Participation in ALL PTA-sponsored events requires a paid membership. This is a two-step process. First, purchase a membership online. Then, set up an account and opt-in for communications relevant to you and your student(s).

If you have any issues completing your online membership after reviewing the steps below, please email info@canfieldpta.org, and a member of our Executive Board will follow up with you.

1.) Purchase a Membership with Canfield PTA

1. **Visit CanfieldPTA.org.**
2. **Click on Join.** A new window will open to the Canfield PTA Givebacks system.
3. Once in the canfieldpta.memberhub.com/store, **select the membership type.**
 - a. All memberships are \$15.00 per household (only the people living in your house!).
 - b. Suppose someone outside your immediate family household (grandparent, aunt/uncle, parent living in a different home) would like to volunteer. That person/household *must* also purchase a \$15 membership.
4. **Complete all the Member fields.** Please ensure ALL your information is accurate; this is how we will communicate with you about events, etc. When completed, hit **Add to Cart**. Then, **click on the View Cart link** or scroll up and click on the cart icon in the top right.
5. You will see your membership information on the right. **Add in Your Information** again as confirmation and your **Payment Method**. Then, **select Complete Order** to submit your membership information.
6. You will receive a confirmation notice that your membership has been completed. Please **do not enter a password** as prompted. Instead, **click "I'll do this later"** (steps below). In addition, a copy of your receipt will be emailed to you. That email will contain our Tax ID number.

2.) IMPORTANT: Set Up Your Account AND Opt-In for Communication about Volunteer Opportunities

The Givebacks system requires that each PTA member set up an account. In addition, members **MUST** "Join Hubs" to receive communications relevant to the volunteer opportunities available based on school buildings, classrooms, and events. **If a member does not create an account AND opt-in to the correct Hubs, they will not receive any communication. This is very important, so please take the time to set up your account and Join Hubs. Even if you were a member last year, you will still need to reset your password and Join Hubs for the 2023-2024 school year.**

Please note that Canfield PTA creates volunteer lists for each event based on who signs up in the Hubs at the beginning of the year. We understand not everyone knows their work schedule or other commitments for the entire year. However, **if you have any interest in helping with an event or sitting on a committee, please join that specific Hub.** You can remove yourself later. Please see the attached sheet for an overview of each committee/event.

1. While you are still in the Canfield PTA Givebacks store located at <https://canfieldpta.memberhub.com/>, **click on Sign In.** It is the under the person icon in the top right.
2. The next step depends on whether or not you were a member last year and used the same email address for your membership.
 - a. **If you were a member last year** and used the same email, you only need to reset your password this year. Follow the prompt to **Reset Password.**
 - b. **If you were NOT a member last year, or are using a new email,** scroll down to see “First Time Logging In?” then **click Create an account.**
 - i. **Complete the contact fields** under Setup your account and **click on Sign Up.**
 - ii. A confirmation notice will appear at the top, asking you to check your email to confirm your account.
 - iii. The email will include a click that says, “**Confirm my email address,**” please **click on it.**
 - iv. You will **return to the Givebacks site and log in.**
3. Once logged in, you will be asked to **select your Organization. Click on Canfield PTA.**
4. On the left panel menu, select “**Communications.**” This is where you will Join Hubs for your interests and events.
5. Click **Join Hubs.**
6. As mentioned above, you need to **Join EVERY hub that pertains to your student and interests you.** If you do not join a hub, you will not receive notifications for it. This includes:
 - a. School Building(s)
 - b. Classroom(s)
 - c. Committee(s)

Please review the entire list to ensure you have joined ALL relevant 2023-2024 Hubs. This is critical to ensure you get the proper communications from Canfield PTA. You may join or leave a hub anytime by accessing your Givebacks account.



Please ensure you signed up for all committees (Hubs) you have interest in helping with; we'd love to have you.

Please refer to the additional pages in this packet for building specific contacts, committees, and meetings.

2023-2024 Executive Board Officers:

Julie Kwaiser-Miller: President | jkwaiser@hotmail.com | 330-717-9009
Joan Bacha: Vice President | joanbacha310@yahoo.com | 330-531-3050
Beth Hawks: Secretary | beth@tbg.agency | 330-397-3901
Beth Flesher: Treasurer | bflesher82@gmail.com | 330-207-8300

Looking for more information? Don't forget to **visit our website at CanfieldPTA.org** and **follow us on Facebook!**

Hilltop PTA

Volunteer Information

To volunteer for Canfield PTA-sponsored events, your household (includes those who live in the same house) must become a member of Canfield PTA (please refer to the directions on the previous pages). Once you are a member, sign up for volunteer opportunities specific to Hilltop Elementary via **Join Hubs** under Hilltop Elementary (please refer to the directions on the previous pages).

If you are interested in learning more about each Committee Hub volunteer opportunity prior to joining any Hubs, please review the committee volunteer information on the following sheet.

You chose the level of involvement that is right for you and your schedule. Whether you have time during the day or in the evening, every week or once a year, we will gladly find something for you! Your involvement makes a difference!

In order to fund the numerous events Canfield PTA sponsors, we organize two fundraisers during the school year. These two fundraisers (Fall Fundraiser Sale and Food Truck Fun Night) provide us with the means to support a variety of valuable programs. This year, the proceeds from Hilltop's fundraisers will primarily go to supplementing our amazing STEM curriculum by providing a fun, innovative STEM week as well as providing many student and staff activities and events throughout the school year. We hope you will support these too!

If you are interested in meeting the Hilltop PTA executive team, learning more about Hilltop PTA activities and events, or would just like to hear about the exciting things happening at Hilltop this year, please join your Hilltop PTA chairpersons Tiffany Smith, Felicia Drevna, and Kristen West on **Friday, September 15th at 9:00 am in the cafeteria for a PTA Volunteer Meeting.**

If you are unable to attend the meeting but have questions, please feel free to contact Tiffany Smith.

2023-2024 Hilltop PTA Officers:

Tiffany Smith: Vice President | tsmith1259@gmail.com | 330-518-5304

Felicia Drevna: Co-Chair | rac713@aol.com | 330-519-6258

Kristen West: Treasurer | kristenwest115@gmail.com | 315-534-9824

We look forward to working with each of you
to make this another wonderful year at Hilltop Elementary!

Hilltop PTA

Classroom Party Volunteers

*****PLEASE COMPLETE ONE FORM FOR EACH STUDENT*****

ALL forms must be turned in by September 8th and volunteers must be PAID PTA members via the Givebacks site to be considered for a headroom or helper parent!

There are so many ways to be a part of your child's classroom experience. One of the most popular ways is helping with classroom parties. If you are interested in organizing and/or attending a party, here is your chance to join the fun!

Every classroom at Hilltop will have one "Head Room Parent" (which will be randomly selected at the September 15th PTA meeting at 9 am in the cafeteria). The Head Room Parent will work with the classroom teacher, as well as the other parent volunteers, to organize and facilitate four parties throughout the school year: Halloween, Christmas, Valentine's Day, and End of the Year. Each party will have a coordinator and up to three additional volunteers. If there are more volunteers for a party than needed, we will randomly select volunteers based on party preference. Party volunteers will help organize games and crafts, assemble party supplies, and attend the parties to enjoy the fun. PTA will provide a snack and drink for every party.

PARENT NAME: _____

PHONE: _____

EMAIL: _____

STUDENT NAME: _____

TEACHER: _____

GRADE: _____

Please indicate below how you would like to help:

Head Room Parent* _____

Helper Parent _____

**Please note that in addition to classroom parties, the Head Room Parent will be expected to help with other PTA sponsored activities and to find volunteers for additional events throughout the year.*

Please rank the parties listed below in order of preference**

****We will try to honor your first request.**

Halloween
10/31/23

Christmas
12/19/23

Valentine's Day
2/14/24

End of Year
5/30/24

Hilltop PTA

Committee Information

BOOK FAIR (FEBRUARY 29, MARCH 4-8, 2024)

Chairpersons: Laura Bryer, Katie Mattinson

- Shop with students, set-up/tear down the Book Fair, work the KISS event (February 29 evening)

BULLETIN BOARD (ONGOING)

Chairperson: Jenna Schneider

- Decorate the PTA bulletin board throughout the year

CARDINAL PARTNERS (ONGOING)

Chairperson: Ayam Atway

- Adopt a student in need of extra help in school, provide administrative support for our teachers/staff

CAREER DAY (MAY 24, 2024)

Chairperson: Jen Coleman

- Speak about your career the day of event, help students move between stations

CONFERENCE TREATS (NOVEMBER 21, 2023 & FEBRUARY 15, 2024)

Chairperson: Jen Morgan

- Provide food/refreshments for the staff

FALL FUNDRAISER (SEPTEMBER 7-25, 2023)

Chairpersons: Tina Gettemy

- Distribute critters (MWF), distribute fundraiser orders, work a shift for the ice cream social and/or limo lunch

FIELD DAY WEEK (MAY 13-17, 2024)

Chairperson: Nicole Ramson

- Assist Mrs. Magyar with group games

FOOD TRUCK FUN NIGHT (APRIL 26, 2024)

Chairpersons: Miranda Johnson, Sherry Karis

- Sell tickets during the event, arrange business donations, collect items for the classroom raffle baskets, build raffle baskets

FREE MONEY (ONGOING)

Chairperson: Tiffany Mengor

- Collect/track Box Tops, create in-school contests, explore further “free money” avenues for our school

FUN IN THE SUN DAY (MARCH 28, 2024)

Chairpersons: Kristen Palm & Sarah Keeler

- Pass out treats to students during lunch, monitor DJ dance party

GLOVE DRIVE (NOVEMBER 13-17, 2023)

Chairperson: Renee Greenawalt

- Collect/organize donated gloves

KINDERGARTEN SAFETY DAY (AUGUST 2024)

Chairpersons: Miranda Johnson & Allison Kukura

- Plan/participate in a safety day for new kindergarten students

LIBRARY BIRTHDAY BOOK SALE (NOVEMBER 21, 2023)

Chairperson: OPEN

- Work in the library during conferences to help parents purchase new books for our school library

LIBRARY HELP (ONGOING)

Chairperson: Laura Bryer

- Work a shift in the library weekly or bi-weekly

MEMORY BOOK (ONGOING)

Chairpersons: Joanna Brubaker, Amy Drews, Jen Morgan

- Serve as a photographer at school events and parties

Hilltop PTA

Committee Information (cont.)

RIGHT TO READ WEEK (MARCH 4-8, 2024)

- Team up with teachers to decorate for a fun week dedicated to reading, work events during the week

SANTA'S WORKSHOP (DECEMBER 3-8, 2023)

Chairpersons: Ally Kukura, Carrie Bruss

- Set-up Santa's Workshop, shop/wrap with students, tear down Workshop, inventory product, purchase items for next year

STAFF APPRECIATION WEEK (MAY 6-10, 2024)

Chairperson: Rachel Musilli

- Prepare/purchase items for a buffet luncheon, buffet breakfast and special treats for the staff

STEM WEEK (NOVEMBER 6-10, 2023)

Chairpersons: Michelle Petruska, Co-Chair: **OPEN**

- Guide students in hands on experiments in the areas of Science, Technology, Engineering and Math

STUDENT APPRECIATION DAY (MAY 10, 2024)

Chairpersons: Nadia Berardino

- Help work a fun filled day to reward the students for their hard work during the school year

SUPPER WITH YOUR SUPERMAN (JANUARY 25, 2024)

Chairperson: Brittany Hardman & Danielle Staub

- Work during the event and/or donate cookies the day of event, build raffle baskets

SWEET TREATS (MONTHLY)

Chairperson: Stacie Maston

- Donate supplies for special treats delivered to the staff each month

4th GRADE PICNIC (MAY 29, 2024)

Chairperson: Tiffany Mengor, Co-Chair: **OPEN**

- Plan a celebration for 4th grade students, work a station the day of the event, provide a donation for the student luncheon

4th GRADE VIDEO (ONGOING)

Chairperson: Joanna Brubaker

- Create a video for the 4th grade students that commemorates their time at Hilltop

MISCELLANEOUS HELP (ONGOING)

- Provide general help with any last-minute help/items that are needed throughout the year and help in the specials (art, gym, STEM, music) classes as needed

If you are interested in being a chairperson, the following committees are in need of a chair:

LIBRARY BIRTHDAY BOOK SALE

STEM WEEK CO-CHAIR

4TH GRADE PICNIC CO-CHAIR

Thank you so much for dedicating your time and talents
to help make this a successful school year!

Hilltop PTA

Calendar

August

Aug 5	Safety Day
Aug 22	Open House
Aug 21	Staff Welcome Back Treat
Aug 23	First Day of School
Aug 23	Staff Welcome Back Breakfast

September

Aug 30 - Sept 4	NO SCHOOL
Sept 7	Fall Fundraiser Begins
Sept 8	PTA Forms Due
Sept 14	School Pictures
Sept 15	HT PTA Meeting
Sept 20	4th Grade Picture
Sept 25	Fall Fundraiser Ends

October

Oct 10 & 12	Vision & Hearing Screening
Oct 13	In Service - NO SCHOOL
Oct 27	PTA Hilltop Meeting
Oct 31	Halloween Parade/Party

November

Nov 1-3	Candy Drive
Nov 2	Fall Fundraiser Pickup
Nov 2	Picture Makeup Day
Nov 6-10	STEM Week
Nov 13-17	Glove Drive
Nov 16	Limo Lunch (Fall Fundraiser)
Nov 21	Conferences
Nov 21	Library Birthday Book Sale
Nov 22-27	Thanksgiving Break - NO SCHOOL

December

Dec 1	Ice Cream Social (Fall Fundraiser)
Dec 3	Santa's Workshop Set-up
Dec 4-8	Santa's Workshop
Dec 19	2 nd Grade Holiday Program
Dec 19	Holiday Party/Last Day of Classes

January

Jan 3	Classes Resume
Jan 15	Martin Luther King Jr Day - NO SCHOOL
Jan 19	PTA Hilltop Meeting
Jan 25	Supper with Your Superman

February

Feb 14	Valentine's Party
Feb 15	Conferences
Feb 16-19	Mid-Winter Break - NO SCHOOL
Feb 29	Book Fair KISS Event (Kids Invite Someone Special)

March

Mar 4-8	Book Fair
Mar 4-8	Right to Read Week
Mar 7	4th Grade Ohio Music Show
Mar 13	Classroom Pictures
Mar 22	HT PTA Meeting
Mar 28	Fun in the Sun
Mar 28	Last Day of Classes

April

Apr 8	Classes Resume
Apr 18	Krafts with Kindergartners
Apr 26	Food Truck Fun Night

May

May 2	Grandparent's Day (1st Grade)
May 6-10	Staff Appreciation Week
May 10	Student Appreciation Day
May 13-17	Field Day Week
May 23	Famous Americans (3rd Grade)
May 24	Career Day
May 27	Memorial Day - NO SCHOOL
May 28	4th Grade Spelling/Math Bees
May 29	3rd Grade Walk/4th Grade Picnic
May 30	End of Year Parties/Last Day of School/4th Grade Clapout

Hilltop PTA Committee Chairs

Position	Name	Cell Phone	Email
PTA Vice President	Tiffany Smith	330-518-5304	tsmith1259@gmail.com
PTA Co-Chair	Felicia Drevna	330-519-6258	rac713@aol.com
PTA Treasurer	Kristen West	315-534-9824	kristenwest115@gmail.com
Book Fair	Katie Mattinson Laura Bryer	216-403-4421 330-506-9784	cewmatt@gmail.com laurabryer.per@gmail.com
Bulletin Board	Jenna Schneider	740-632-6699	jsstacy10@gmail.com
Cardinal Partners	Ayam Atway	330-727-6475	emereld21@aol.com
Career Day	Jen Coleman	216-533-3844	mindoverlather@gmail.com
Conference Treats	Jen Morgan	330-717-6045	jenmarstellar@yahoo.com
Fall Fundraiser	Tina Gettemy	330-550-6265	Tget75@gmail.com
Field Day Week	Nicole Ramson	330-717-6763	nramson@gmail.com
Food Truck Fun Night	Miranda Johnson Sherry Karis	330-506-0679 330-519-1822	Miranda0413@yahoo.com Sherry.karis@yahoo.com
Family Event Baskets	Jen Coleman	216-533-3844	mindoverlather@gmail.com
Free Money	Tiffany Mengor	724-464-3539	tiffanymengor@gmail.com
Fun In the Sun	Kristen Palm Sarah Keeler	978-835-3332 724-651-2728	ristenpalm3@gmail.com sarahdipity12@gmail.com
Glove Drive	Renee Greenawalt	330-206-9232	reneegreenawalt@gmail.com
Kindergarten Safety Day	Allison Kurkura Miranda Johnson	330-301-1616 330-506-0679	allykukura@gmail.com miranda0413@yahoo.com
Library Help	Laura Bryer	330-506-9784	laurabryer.per@gmail.com
Memory Book	Jen Morgan Joanna Brubaker Amy Drews	330-717-6045 330-314-3926 330-774-1996	jenmarstellar@yahoo.com jrbrubaker@zoominternet.net amylyn0799@yahoo.com
Santa's Workshop	Carrie Bruss Allison Kukura	716-307-8513 330-301-1616	Cbruss89@gmail.com allykukura@gmail.com
Staff Appreciation Week	Rachel Musilli	330-310-5872	Rgoremba@yahoo.com
STEM Week	Michelle Petruska	330-314-7854	mpetruska@yahoo.com
Student Appreciation Day	Nadia Berardino	330-559-6876	Nadia.romeo@yahoo.com
Supper with Your Superman	Danielle Staub Brittany Hardman	330-507-2148 304-382-6344	suhar24@yahoo.com brittany.hardman@yahoo.com
Sweet Treats	Stacie Maston	330-207-7604	stacie.maston@yahoo.com
4 th Grade Picnic	Tiffany Mengor	724-464-3539	tiffanymengor@gmail.com
4 th Grade Video	Joanna Brubaker	330-314-3926	jrbrubaker@zoominternet.net