**Plan of Work** 

***Plan de Trabajo***

| **Executive Board Member Name:**  **(Nombre del Miembro de la Mesa Directiva)** | |  | |
| --- | --- | --- | --- |
| **Position:**  **(Puesto)** | Fall Carnival | | **Year:**  **(Año)** |

*Reproduce as needed for the appropriate number of goals*.

(Reproducir según sea necesario para el número apropiado de objetivos)

| **Responsibilities /**  **Duties:**  **(Responsabilidades/ Obligaciones)** | Create a Fall Carnival for the entire community to enjoy in order to build school spirit. | **Committee**  **Members:**  **(Miembros del**  **Comité)** |
| --- | --- | --- |
| **Goal:**  **(Objetivo)** | Increase attendance from school families by 10% from last year.  Increase participation of Community Sponsors by 10% from last year.  Increase attendance by non-school families by 20 people.  Increase pride in our school. | Create a Survey to hand out at  the end of the event to all  **Evaluation**  attendees asking them to rank  **Process:**  the level of pride they have in our  **(Proceso de**  school.  **Evaluación)**  Check goal percentages to  metrics from last year. |

| **Specific Action Steps**  **Start Date**  **(Pasos de Acción Específico)**  **(Fecha de Inicio)** | **Completion**  **Date**  **(Fecha de**  **Terminación)** | **Budget**  **(Presupuesto)** |
| --- | --- | --- |
| Set date on Calendar June | July |  |
| Create an ad and work with Communications Team to promote  the Fall Carnival within and outside of the school.July | Nov |  |
| Work with the Community Sponsors Team to create packages  for participation at the Fall Carnival.July | Sept |  |
| Create the end of the event survey. |  |  |

Calculate results from the event survey.

| **Resources:**  **(Recursos)** | Communications Team, Community Sponsors Team, Principal, President, Canva for Fliers, Texas PTA Boardsmanship Resource Guide. |
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