



THE PTA NOMINATING COMMITTEE INVITES YOU TO SUBMIT NOMINEES FOR THE FOLLOWING POSITIONS ON THE PTA EXECUTIVE BOARD FOR 2021-2022

- President:** Leads PTA and EC meetings, serves as spokesperson for PTA
- Vice President:** Fills in for the president as needed, assists president as needed
- Treasurer:** Manages the budget, writes checks, balances the books, prepares for audits
- Secretary:** Keep records of all meetings
- Member-at-Large:** Writes weekly “In the Loop”, manages PTA email account
- Financial Secretary:** Makes and records PTA check deposits, oversees PTA audit
- Volunteer/Membership Coordinator:** Helps to recruit PTA Members and PTA event volunteers

All executive committee members are expected to attend the general membership PTA meetings and PTA executive meetings, attend or support PTA-sponsored activities, and act as a point person for Committee Chairs.

You may nominate yourself or someone else who you think would be a positive addition to the PTA Board. If you plan to nominate someone other than yourself, be sure to make him/her aware so there are no surprises. To run for office, you must have been a PTA member for 30 days prior to the election. Voting for these positions will take place in May.

Nominations are due March 19th, and will need to be submitted by email at: nomcombp@gmail.com.

All nominations should be in the following format:

I, _____ nominate _____

for the position of _____

General Info about Nominee - committee(s) previously served, etc: _____

Any other school volunteer work: _____

These nominations will be kept confidential and the nominating committee will be contacting the potential candidates directly prior to the election. If you have questions we are happy to help. This is a great opportunity to be involved in your child’s school, plan PTA activities, and know in advance the events planned for the school year.

Sincerely,

The Nominating Committee, nomcombp@gmail.com

Kate Colito – Sam Brocksmith– Brandi Steiner