**Now Seeking Interest for STILL PTA Officers**

**For the 2018-2019 School Year!**

It is time once again for the PTA Nominating Committee to recruit Candidates to hold PTA Officer positions for the following year. The goal of the nominating committee is to enlist the talents of as many Still and incoming feeder school parents, friends and family as possible. ***The nominating committee’s responsibility is to consider all persons interested in a particular PTA position.***

Please review the attached information and indicate any positions that you may be interested in fulfilling. You may also wish to recommend someone you think would be an ideal recruit for a particular office.

**Please fill out the attached forms and return them via email by Thursday April 12th, 2018**

Please be advised that the nominating committee must submit the PTA officer nominations to the PTA board no later than Monday April 16th, 2018. PTA officer elections will take place at the General Association (Annual Election) meeting May 17th, 2018 at 6:30 pm.

If you have any questions, please contact any member of the nominating committee:

 Archana Sarkar, Nominating Committee Chair, archana.sarkar30@gmail.com

 Anu Desai, anuvash@gmail.com

 Maria Cerdo, maria\_e\_cerda@yahoo.com

 Marlo Cagle, marlo63006@gmail.com

**PTA OFFICER POSITIONS**

The positions that need to be filled are:

President – (we can have co-presidents)

Vice President (we can have 1st and 2nd VPs)

Treasurer

Secretary

Corresponding Secretary

**PRESIDENT:**

The President is elected by the local unit to direct the affairs of the association in cooperation with the other members of the executive committee and executive board for a term of office specified by the local bylaws. The President is the presiding officer of the association, performs all duties assigned by the association, executive committee or board, bylaws, standing rules and/or procedures of the association, and coordinates the work of the officers and committees in order that the PTSA’s objectives may be promoted. This position also participates in meetings at the district through the president’s meetings with the Superintendent and IPPC meetings.

**VICE PRESIDENT(S)(2):**

The Vice President is elected by the local unit to assist the president of the association in cooperation with other members of the executive committee and board for a term of office specified in the bylaws. The Vice President acts as an aide to the president and fulfills duties assigned by the president.

**TREASURER:**

The Treasurer receives all monies of the PTSA, and pays out funds in accordance with the approved budget. He/she keeps an accurate record of receipts and expenditures, and provides a written financial statement at every meeting. He/she is also responsible for the remittance of the state and national portion of our dues and completing and filing of tax forms.

**SECRETARY:**

The Secretary is responsible for taking minutes at all PTSA meetings. These minutes are then submitted and approved by either the board and/or general assembly as appropriate.

**CORRESPONDING SECRETARY:**

The Corresponding Secretary is responsible for conducting the official correspondence of the PTSA.

PLEASE INDICATE BELOW ANY AREAS OF INTEREST AND RETURN TO STILL via email to any of the nominating

committee members listed above NO LATER THAN THURSDAY, APRIL 12, 2018

**TO: 2018-2019 Nominating Committee**

**From: Your Name:**

**Phone Number:**

**Due Date: APRIL 12, 2018**

**I am nominating the following person for the following PTA office(s):**

**Name Phone Child’s Name \_Grade Teacher Comments**

**If more than one position interests you, please let us know.**

**Co-President**

**Co-President**

**1st VP**

**2nd VP**

**Secretary**

**Treasurer**

**Corresponding Secretary**