

Blue Ball Elementary School PTO Officers Election for 2018-2019

If you are interested in serving as a PTO Officer for the 2018-2019 school year, please complete the following information, listing the position(s) for which you wish to be considered, then return this form to the school office or give it directly to Mrs. Dorothy Theodosatos, PTO Vice-President, by March 15, 2018.

All candidate submissions will be listed on the ballots. Mrs. Theodosatos will present the lists of candidates at the April 8 PTO meeting. Elections will occur at the April 9, 2018 PTO meeting.

Name: _____

Position(s) desired: _____

Pertinent Information for voting members to know about your experiences:

The Mission of the Blue Ball Teacher Organization

- To promote the welfare of students in the school, home, and community. To assist in securing adequate rules for the protection of these students.
- To facilitate the relationship between the parents of the students, teachers, staff, and administration of the school to provide a quality education.
- To develop between the educators and the general public a united effort to secure the best advantage for each student.

Duties of Officers

President

- He/she shall preside at all meetings of the organization and of the Executive Board.
- He/she shall perform such other duties as may be prescribed in these By-Laws, or assigned to him/her by the organization or the Executive Committee.
- He/she will coordinate the work of the officers and the committees, in order that the objectives of the organization may be promoted.

Vice-President

- He/she will act as aid to the president.
- He/she will perform the duties of the president in their absence.

Secretary

- He/she will record the minutes of all meetings of the organization and of the Executive Board.
- He/she shall perform such other duties that may be delegated to him/her.
- He/she shall record and keep a roster of all members attending each PTO meeting.
- He/she shall disperse the minutes to all members.
- He/she shall maintain current and past records for 7 years. (maintain a binder with the minutes in the Main Office)

Treasurer

- He/she will receive all monies of the organization.
- He/she will keep an accurate record of all receipts and expenditures.
- He/she shall present a financial statement at every Executive Board meeting of the organization and at other times when requested.
- All reports and records will be submitted to an independent auditor at the end of each budget year.
- He/she will organize and be responsible for any contractual activity agreements such as roller skating parties.

NOMINATE NOW!



<http://www.mercyed.net/nominate-our-2016-phd-honorees>

PTO President

PTO Vice-President

PTO Secretary

PTO Treasurer

Nominations end March 15, 2018