

2014 - 2015 PTA Officer Elections

David Cox Road Elementary officer elections will be held at the PTA meeting on Monday, May 5th, 2014. The following officers will be elected:

President:

Direct the affairs of the association in cooperation with the Executive Committee and represent PTA members.

Secretary

The Secretary is responsible for keeping accurate record of the proceedings of the association, Board of Directors and Executive Committee meetings.

Vice President

Acts as an aide to the president and performs the duties of the President in his/her absence. In addition, serves as the Chairman of Committees when needed.

Treasurer

The Treasurer is the legally responsible, authorized custodian of PTA funds. The Treasurer is responsible for the financial management of the PTA.

Suggested Qualifications for all officers:

Knowledgeable about and adheres to the Purposes and basic policies of PTA. Knows parliamentary procedure, Experienced in PTA or other organizational work. Has a sense of just and fairness and exhibits enthusiasm for PTA.

Must have a willingness to make PTA a high priority for his/her schedule relative to the responsibilities and duties of the position. If you are interested in being nominated for an officer position, please fill in the nomination form and return to the school office by May 2, 2014.

2014 - 2015 PTA Officer Nominating Form

Please use a separate form for each nominee. Please ask the member for his or her consent to be nominated before submitting. Forms must be submitted by May 2, 2014.

I nominate the following member for the office of:

- President
- Vice –President
- Secretary
- Treasurer

Name: _____

Address: _____

Telephone: (Home) _____ (Cell) _____

Email: _____

Describe this person’s skills and qualifications for office. Please attach any other information about this candidate that may be helpful in assisting the Nominating Committee.

Submitted by: _____

Nominee Consent Signature: _____

DEADLINE for submitting this form is May 2, 2014