

WCSD PTA Council

Nominations & Elections for 2016-2017

- ✓ I want Wappingers Central School District to be one of the best districts in NY.
- ✓ I want my child's school to be represented at the district PTA level.
- ✓ I want to help assist the PTA units by sharing information between the schools.
- ✓ I want all the Wappingers PTA units to be successful.

If the above statements are true, then "help us help our PTA units!" PTA Council knows that you realize parent involvement is critical for a successful school, because you've already been involved at your respective PTA units. Now consider volunteering at the PTA Council level as member of the Council Board, in order to encourage participation among all the PTA units. There are positions that take no more than a couple hours a month, and a few others that require a more routine commitment.

Dedicated teachers, staff, and **PARENTS** help make WCSD a great district! Join us – it's rewarding, it's important, it's even fun! PTA Council would love to hear about your ideas to make the Council meetings more valuable to our members!!

Nominate yourself or someone else. If you are willing to volunteer or need further information, please contact PTA Council Board at: wcsdptacouncil@gmail.com.

Nominations and Election will be held at the WCSD PTA Council Meeting, Tuesday, October 5, 2016, 7:00 pm @ Wappingers Jr. High School.

Board Officer Descriptions

The PTA Council Board is comprised of elected officers and school representatives. The Council Board meets separately twice per year, and general meetings may be scheduled once per month, or at least three times per school year. The PTA Council also assists with the WCSD Spelling Bee and sponsors the Board of Education Candidate's Night each year.

Elected Officers

President – Serve as leader and key contact for PTA Council; preside at all PTA Council meetings; prepare meeting agendas and correspondence; coordinate activities with Taconic Region PTA; coordinate the work of the officers and committees to meet PTA Council's objectives. (Effort: year-round, on-going.)

Vice Presidents – Act as aides to the President; perform the duties of the President in the absence or inability of that officer to serve; assume other responsibilities as assigned by the Board; coordinate the general activities of any Special Committees created by the Council Board. Ideally – may be willing to serve as President in the future. (Effort: 1-2 hours per month, time varies depending upon roles.)

Recording Secretary – Prepares agenda for the general meetings with the president. Keep the minutes of all general meetings and meetings of the Council Board; prepare correspondence and maintain documents on PTA Council Google drive; and update PTA Council calendar of events. (Effort: 1-2 hours per month, includes attending meeting and typing up minutes.)

Corresponding Secretary – Writes thank you notes, email messages and general correspondence. Recruit volunteers; and assist with sending Google group messages, meeting reminders and PTA Council updates or meeting recaps. (Effort: 1-2 hours per month, includes attending meeting and typing email messages.)

Treasurer – Be responsible for and have custody of all funds; make disbursements as properly authorized; be present at PTA Council events if money will be collected; assure that the PTA policies and best practices are followed with regards to funds; prepare financial reports for each meeting; keep reports for tax returns and an annual audit. (Effort: 1-2 hours per month, average.)