

**MAKE A DIFFERENCE IN YOUR
CHILD'S EDUCATION....**



BECOME A BOARD MEMBER

QUALIFICATION: Must be a concerned parent of a child who will be attending the preschool.

Previous experience not necessary... Involvement in your child's education benefits you and your child!

Please return the completed questionnaire to the Director of Teachers.

A GROWING PLACE PRESCHOOL, INC.
Board Officers

At the end of March, the Nomination Committee will begin the selection of the slate of officers for the next school year. The Nominating Committee will be appointed by the president and will include two non - returning board members, the director of teachers, one teacher, and one room parent (chosen by the vice president). All members and prospective members, including current Board members, interested in serving on the Board of Directors must complete an application for consideration by the Nominating Committee.

A slate of officers to serve as members of the Board of Directors for next school year will be posted on the Parent Bulletin Board at the preschool. A copy will be sent home with each child requesting an affirmative or negative vote.

Listed below are the Board positions with a brief description of what each entails.

President ~ Coordinates Staff, Board members, facilities and overall operation of the school. Presides over meetings.

Vice President ~ Assists the President and is coordinator of parent education. Coordinates the Helping Parent schedule, coordinates Fall and Spring Parent meetings, arranges Family Fun Night.

Secretary – Records and files minutes of Board meetings.

Treasurer – Authorizes all payments and tuition of preschool. Audits all financial records and coordinates all tax forms with accountant.

Special Events Coordinator I & II ~ Plans and organizes all family activities for preschool and coordinates fund-raising projects.

Volunteer Coordinator ~ Coordinates clean-up and repair of facility and equipment; organizes sign-up and scheduling of committee duties for each family.

In addition to the specific duties of each office, the Board acts as a whole in making policies and making sure the school runs efficiently. A Board meeting is held at least once a month. Board positions can be fairly time consuming, but it is through the volunteer effort that tuition is kept low and the school is run efficiently and the quality of staff remains high. Please assist the Nominating Committee by completing the attached questionnaire. If you should have any questions regarding any of the Board positions, please contact the board president or director of teachers. Thank you!

A GROWING PLACE PRESCHOOL, INC.
Board of Directors Questionnaire & Application

Date: _____

Name: _____

Phone: _____

Email Address _____

1. Children(s) name & age (list any younger children at home)?

2. Do you have a child currently enrolled at A Growing Place Preschool? _____

If yes, what class is your child enrolled? _____

3. Are you currently employed? No _____ If yes, Part-time _____ Full time _____

4. Please list any past or present positions held in the community, professional, religious or any other outside organizations. _____

5. Briefly describe your skills or hobbies (having been a teacher, held office, office skills like typing, bookkeeping, computer skills, etc...) _____

6. Of the Board positions, which ones would interest you the most (please see attached Board Officer Information sheet)? Rank the positions you would like the most in the order of preferences. _____

7. Please use the remaining space to relate any other information you think would be of interest to the Nominating committee. _____

Please use the back of this sheet if necessary to fully answer any of the questions.

THANK YOU!