

Elected Positions

___ **President**

___ **1st VP- Aide to the President**- Responsible for leadership training and assists as needed

___ **2nd VP- Membership**- Responsible for enrolling parents, teachers, and interested community members into PTA membership via a fall & spring membership drive

___ **3rd VP- Programs**- Responsible for organizing PTA programs for children and parents

___ **4th VP- Ways and Means**- Responsible for acquisition of funds (carnival/5K Fun Run/Spirit Nights)

___ **5th VP- School Store**- Coordinates the school store and the sale of pre-packaged school supplies

___ **Treasurer**- Responsible for the maintenance of PTA funds and records per state PTA guidelines

___ **Secretary**- Records minutes of all PTA board meetings and general body meetings

Appointed Positions

___ **5th Grade Picnic** - Coordinate and plan 5th Grade Picnic with other 5th grade parent volunteers

___ **Advocacy** – Keeping abreast of current legislation and keeping our PTA informed about what is going on with current legislation and what the official PTA position is on that legislation.

___ **Arts in Education** - Coordinate various forms of fine art programs for the enrichment of the students' education including the Reflections Program

___ **Communications** - Responsible for the relaying PTA information and news. Coordinating the updates for the website, updating via emails, website, and social media

___ **Environmental**- Provides awareness of environmental issue and oversees the maintaining the butterfly garden

___ **Faculty Recognition** - Responsible for planning events to show appreciation to the Ferguson faculty

___ **Family Fun Events** - Plans events for family fellowship, the school dance and family nights out

___ **Healthy Lifestyles** - Coordinate activities to promote exercise and healthy choices for the students including Running Club and annual 5K Fun Run

___ **Historian** - Custodian of records and materials pertinent to the history of the school, creates a historian report at the end of the school year for PTA record

___ **Holiday Market** – Responsible for set-up, sales and breakdown of the annual Holiday Market.

___ **Hospitality** - Host and supply food & refreshments for several events

___ **Parliamentarian** - Advises the President on questions of parliamentary law and bylaw interpretation

___ **Room Rep Chair** - Organizes room representatives at each grade level

___ **Volunteers** - coordinates parent volunteers for PTA committees, school programs, and functions

___ **Watchdogs** – Coordinates WatchDogs for the school and assistance at school events.

___ **Yearbook**- Responsible for designing, obtaining, and organizing photos for the yearbook

___ **Youth Protection** - Involved in health and safety programs for students, including Red Ribbon Week

Name: (please print) _____

Phone: _____

E-Mail: _____