



Liberty Middle School PTA Officer/Committee Chair Nomination Form

Liberty Middle School PTA is looking for individuals that want to make a difference in the lives of the students at Liberty and our community. Please use this form to nominate yourself or a PTA member to the Executive Board or to any other PTA Committee. A member of the committee will contact you to confirm your willingness to serve during the 2017-2018 school year.

Name: _____ Phone: _____

Email: _____

I wish to serve on the PTA Executive Board as:

_____ **President** - Presides at all meetings. Coordinates the work of the officers and committees, oversees all committees. **MUST BE A PREVIOUS BOARD MEMBER.**

_____ **1st Vice President** –Assists with all duties assigned to President. Shadows the President with intent to be nominated and elected for the following year Presidency.

_____ **2nd Vice President (Membership)** –Directly responsible for managing PTA member recruitment, collecting PTA membership dues, submitting dues to the treasurer, and reporting the PTA membership roster to the NJ PTA.

_____ **Treasurer** – Authorized custodian of the funds of the PTA. Must keep proper and accurate account of all money received and paid out.

_____ **Secretary** – Keeps accurate records of all meetings that will be used for future reference.

I would be interested in chairing the following PTA Committee:

_____ **Hospitality** - Organize volunteers for school events with student council

_____ **Fundraising** – 2-4 fundraising events during the school year

_____ **Photographer** – Take pictures at various events all year long

_____ **Teacher Appreciation** – Coordinate Teacher Appreciation Week Activities

_____ **Spirit Wear** – 2 ordering events

_____ **Communications** – Various (social media, Liberty Link, email blasts)

_____ **Kids' Stuff Books**– 1 ordering event

_____ **Parent Lounge** – 2-4 Educational events throughout the year

Why do you want to serve on the Executive Board or why do you think this nominee should serve on the Executive Board?

Please return the form marked, **Attention Nominating Committee/Melissa Delaney**, to the school office by May 1st, 2017. The form can also be emailed to Melissa287@gmail.com.