



## **PTA Bulldogs News**



The Lucy Addison PTA is hard at work planning the 2017-2018 school year. We are searching for volunteers who are interested in serving as a PTA Board Member during the 2017-2018 school year. Board members are responsible for attending a monthly meeting, assisting and planning fundraisers, teacher's appreciation, 8<sup>th</sup> Grade Formal, and organizing special events throughout the year. If you are interested in being a part of Lucy Addison PTA, please complete the bottom portion of this form and return to the school.

Volunteer (Board) Name: \_\_\_\_\_

Volunteer's Phone Number: \_\_\_\_\_

Student's Name & Grade: \_\_\_\_\_

Student's Name & Grade: \_\_\_\_\_

Student's Teacher: \_\_\_\_\_

Student's Teacher: \_\_\_\_\_

### Positions:

- President- Lead monthly meetings, collaborate with school administration, help organize fundraisers and events. Be an ex officio of all committees except nominating committee.
- 1<sup>st</sup> Vice President- Fundraiser Chair. Act as aide to the president. Perform the duties of the president in her absence. Perform other duties as assigned.
- 2<sup>nd</sup> Vice President- Oversee and track PTA Membership. Perform other duties as assigned.
- Treasurer- Keep a full and accurate account of the funds within the association. Provide a written financial report at the monthly PTA meeting. Perform other duties as assigned.
- Secretary- Record the minutes of all meetings. Keep an official copy of the bylaws. Maintain a membership list and perform other duties as assigned.