

PTA Executive Board Nominations 2020-2021

The PTA is currently working to fill our executive board positions for next year. Becoming a board member is an excellent way to get to know more Spicewood parents and staff members while providing an invaluable service to our school.

Did you know that PTA sponsors and/or supports One World One Night, STEAM Day, Math Superstars, KISS Cookout, Spelling Bee, Geography Bee, Field Day, Field Trips, Assemblies, Destination Imagination, Spring Carnival, Art in the Classroom, Reflections, Yearbook, Spirit Nights, Literacy Library, Science Fair, and much more?

Our PTA can be no more effective than its leadership. We're asking that you consider stepping up and giving back to PTA, and Spicewood, by getting more involved! *It is critical for parents to volunteer so that PTA can continue to grow and accomplish more good work for Spicewood.*

If you are interested in any of the positions, please throw your name in the hat for one (or more!) of the board positions through our online PTA Executive Board Nomination Form:

https://docs.google.com/forms/d/e/1FAIpQLSdtXGZTqNB3Crkw0pKF6Xk5_bLFRxgIkXX06GE_g1qwZSvr_g/viewform?usp=sf_link

Below are the open positions that comprise the PTA Executive Board along with brief descriptions of each role:

President – Elect

- Serve as aide-to-the-president, shadowing and helping the president throughout the year
- Attend executive board and general membership meetings
- When elected as President-Elect, you are also being elected to serve as President the following year

Second Vice President – Programs

- Attend executive board and general membership meetings
- Maintain programming events that provide opportunities for education on current issues
- Coordinate the work of the committees under Programs – Art in the Classroom, Enrichment Assemblies, Environmental Awareness, Literacy Library, Teacher/Staff Appreciation, Teaching Garden, STEAM Day, and One World One Night.

Third Vice President – Fundraising

- Attend executive board and general membership meetings
- Coordinate the work of the committees under Fundraising – Carnival, Fun Run, Panther Partners, Merchant Rebates, Silent Auction, Spirit Nights, and T-Shirt Sales & Distribution.

Fourth Vice President – Membership

- Attend executive board and general membership meetings
- Track and submit membership rosters and dues to Texas PTA once a month or as needed
- Come up with innovative ways to recruit new members & retain current members
- Coordinate the work of the committees under Membership – Directory, Kindergarten Round-Up, Partners in Education, Volunteer Coordinator, Homeroom Parent Coordinator, Welcome to Spicewood, and Yearbook.
- Bulk of work takes place over the summer and the first few months of the school year

Fifth Vice President – Educational Competitions & Clubs

- Attend executive board and general membership meetings
- Coordinate the work of the committees under EC&C – Destination Imagination, Geography Bee, Math Pentathlon, Math Superstars, Reflections, Science Fair, and Spelling Bee.

Sixth Vice President – Service & Outreach

- Attend executive board and general membership meetings
- Create and maintain opportunities between teachers, parents, administrators and students to build and foster feelings of community
- Coordinate the work of the committees under Service & Outreach – Beautification, Clothes Closet, KISS Cookout, Teacher Hospitality, School Supply Sales, and Sister Schools.

Treasurer

- Attend executive board and general membership meetings
- Serve as chair of the budget and finance committee
- Maintain the budget, seeking budget amendments when necessary
- Present written and verbal financial report at executive board and general membership meetings
- Maintain books of accounts and records, including bank statements, receipts, budgets, invoices, etc.
- Complete and file all tax documents
- Write checks for reimbursements

If you have any questions about a specific position, I encourage you to reach out to the current board members for more information and consider attending our PTA meetings. If you have any further questions, please email Courtney Stockard at spicewoodpresident@gmail.com. Thank you!