

NOMINATIONS FOR 2021/22 RBS PTA EXECUTIVE BOARD

Dear Race Brook Parents,

Race Brook PTA needs you! We are looking forward to next September, in the hope that we will be able to bring back PTA-sponsored events that our children would normally be benefitting from and enjoying. But we won't be able to make it possible without our wonderful parent volunteers! Many of our PTA Executive Board Officer's terms are ending, and positions are opening up. We need new parents to join our Board for the 2021/22 school year.

Our PTA has long been known to operate in a relaxed, casual, and approachable style, while working tirelessly to achieve our yearly goals. We would love to share this uplifting experience with you! Participating as a Board member is a great way to be involved in your child's elementary school experience. Prior service on a PTA Board or committee is not required - all you need is the desire to make a beneficial impact on our Race Brook community.

Nominations for 2021/22 positions will be made during the April 22nd PTA meeting, and Officer Elections will be held at the final PTA meeting of the year, in May. Board members serve a one-year term. If you are interested in nominating yourself for a position, or would simply like to learn more about serving on the Board, please complete [this Google Form](#) by April 5th. A member of the Nominating Committee will happily contact you to discuss it in more detail, prior to the April 22 meeting. You may also contact a Nominating Committee Board member for more information.

Thank you and we look forward to hearing from you,

The 2021/22 Nominating Committee

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| - Dana DeAngelis | (203) 410-8377 | mechanicandwife@gmail.com |
| - Chantelle Bunnell | (203) 988-6097 | chantellepe@gmail.com |
| - Amy Van Zandt | (860) 515-7262 | avanzandt@optonline.net |

Overview of PTA Board & Officer Responsibilities:

The PTA Board: In addition to specific responsibilities of the offices listed below, The PTA Board members attend monthly PTA executive and general meetings, and actively participate in RBS events where needed, and as their schedules allow. All Board members assist in recruiting Chairpersons for the various PTA committees, as needed.

Co -President: Presides over the monthly PTA meetings. Works with school administration to meet the needs of the school. Works with the board in determining the annual budget and annual events. Attends monthly district-wide PTA Council meetings

Co-Vice President: Coordinates PTA fundraising efforts. Reports on fundraising efforts at monthly PTA meetings. Serves in the role of President if the President is unavailable.

Treasurer: Manages PTA budget, balances monthly bank statements, prepares financial data to submit to accountant for yearly tax reporting. Manages revenues and expenses. Reports financial information at monthly PTA meetings.

Co-Recording Secretary: Records and maintains the PTA meeting minutes. Conducts the yearly PTA membership drive and coordinates with Student Directory Chairperson to distribute the annual directory.

Co-Corresponding Secretary: Coordinates with the RBS Principal on PTA communications, including the PTA newsletter, webpage and social media accounts.