

2021-22 Arlington Council of PTAs Board Interest Form
Please complete and email by Thursday, February 4, 2021 at 9am

Name: _____

Local PTA Unit Name: _____

Email: _____ **Phone** _____

The Arlington Council of PTA Executive Board consists of ten (10) elected officers and ten (10) appointed chairmen. The Council of PTAs meets twice a month for a General Meeting (first Thursday of the month) and a Board Meeting (third Thursday of the month). Additional meetings may be called to complete council business or to assist with council programs or events. All positions are up for election or appointment each year. Below is a list of the elected positions. Please indicate the position(s) which interest you in order of preference (1 - most interested in). You may select as many positions as you are interested in, but you may only be slated in one position. The slate of officers will be posted to the council website. Each person slated to fill an elected position will be contacted by the Nominating Committee before the slate is presented to the Executive Board on February 20, 2021.

_____ **President:** preside at all meetings; coordinate the work of the officers and committees; extend PTA work into all parts of the Council territory.

_____ **1st VP** — Aide to the President: act as aide to the president; arrange Officer & Chairman Training workshops and Leadership Orientation Training; oversees the following chairmen: Membership, Awards.

_____ **2nd VP** — Programs: secure and promote programs for Council General Meetings; oversees the following chairmen: Sunshine and Spiritual, Founders Day, Installation, Arts in Education, Advocacy.

_____ **3rd VP** — Fundraising: coordinate the Vendor Fair at Officer & Chairman Training event; serve on the Budget Committee and coordinate fundraising events; oversees the following chairman: Scholarship Event.

_____ **4th VP** — Hospitality: coordinate hospitality at all Council meetings and special events.

_____ **5th VP** — Community Service: coordinate community service programs; oversees the following chairman: Campus Engagement.

_____ **6th VP** — Public Relations: maintain Council website and social media accounts; promote Council activities in the local media outlets.

_____ **7th VP** — Scholarship: provide information on Council's Student and Teacher scholarships; preside over the Scholarship Committee.

_____ **Secretary:** record minutes of Executive and General Council meetings; maintain Council correspondence; register and maintain records of those attending General Council meetings; provide records for Attendance Award.

_____ **Treasurer:** maintain all funds and books of account; make disbursements according to the budget; chair the Budget Committee.

Below is a list of the appointed and chairmen positions. These positions will not be filled until after the election of the new officers. You will be contacted after the election by either the President or a board member. Please include these positions in your number preference along with the elected positions on the front page.

_____ **Parliamentarian:** advise presiding officer on questions of parliamentary law and methods of procedure.

_____ **Sunshine/Spiritual:** provide “Thought of the Day” or invocation at all meetings of the Council.

_____ **Awards:** oversee end of year attendance awards; oversee Texas PTA Extended Service Award, Texas PTA Honorary Life Membership Award, and National PTA Life Achievement Award nominations presented by the Council.

_____ **Membership:** promote membership in local PTAs/PTSAs and Council.

_____ **Founders Day:** coordinate Council’s Founder’s Day celebration.

_____ **Installation:** coordinate Council’s Installation event.

_____ **Arts in Education:** coordinate the local PTAs and PTSAs Arts in Education (Reflections) and shall coordinate Council judging; promote cultural arts and environmental programs and projects.

_____ **Advocacy:** coordinate AISD School Board candidate forum; coordinate Council participating in Texas PTA Rally Day events; promote awareness of public policy issues.

_____ **Scholarship Event:** coordinate the Scholarship Fundraising Event.

_____ **Campus Engagement:** coordinate with AISD for annual Teacher Appreciation events at underserved campuses.

If you have any questions about the elected or appointed positions, please feel free to contact any of the officers who currently hold the positions (officer contact information can be found on the Arlington Council of PTAs website – www.arlingtoncouncilofptas.org).

Forms can be emailed to ArlingtonCouncilofPTAs@gmail.com no later than February 4th at 9am. Elections will be held at the March 4th General Meeting with appointments of non-elected positions made after the first meeting of the newly elected board.