

**PARENTS OF STUDENTS ATTENDING  
MARTHA REID 2008-2009**

The newly elected officers for 2008-2009 will complete the board by appointing the remaining standing committee chairman positions. If you are interested in one of these positions indicate your interest below and send your form back in your child's folder or e-mail your choices to [lisaroner@charter.net](mailto:lisaroner@charter.net). Please list any and all positions your are interested in. The positions are listed on the back of this form.

**Responsibilities of Board Members:**

- \* Term is from July 2008 to July 2009.
- \* Fulfill responsibilities of your position as detailed in the bylaws and procedure book.
- \* Attend all monthly board meetings and general meetings.
- \* Give reports at board meetings and general meetings relating to your position.
- \* Submit articles for the newsletter relating to your position.
- \* Maintain a procedure book containing a record of your work, expenditures, and ideas for the following year.

**I am interested in the following positions for the 2008-2009 Martha Reid PTA Executive Board (In order of preference):** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please tell us what experience or training you have that would make you a successful candidate for this office. (Please list past PTA experience)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NAME** \_\_\_\_\_ **PHONE(s)** \_\_\_\_\_

**Child/ Children's Name (s) and current grade(s)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please return no later then Thursday, May 1, 2008**

# COMMITTEE CHAIRMAN

**Book Fair Chairman:** Will plan and organize at least one book fair.

**Carnival Chairman:** Will coordinate the school carnival.

**Corporate Incentives Chairman:** Will organize and promote participation in corporate programs designed to provide “cash back” rewards, such as Box Tops for Education and store reward card programs.

**Council Delegate Chairman:** Will attend MISD Council of PTAs meetings and report back to the local PTA board.

**Cultural Arts Chairman:** Will coordinate the National PTA Creative Arts Program (Reflections).

**Directory Chairman:** Will publish and distribute a directory.

**Special Events Chairman:** Will plan, schedule and organize special events throughout the year, such as Holiday Store, and will assist with fundraising events as needed.

**Hospitality Chairman:** Will create a welcoming atmosphere at meetings by coordinating snacks and organize other events throughout the year such as “Tears and Cheers”.

**Room Representative Chairman:** Will coordinate with two parent volunteers from each classroom to implement two classroom parties and a class booth at the school carnival.

**School Spirit Chairman:** Will coordinate the sale and distribution of pre-packaged school supplies and the sale of school spirit items.

**Student Achievement Chairman:** Will work closely with teachers to recognize students’ achievements. Will insure that recognition rewards are consistent throughout the year.

**Teacher Appreciation Chairman:** Will coordinate luncheons, treat days and various other events to show the teachers that they are appreciated.

**Teacher Representative Chairman:** Will act as a liaison between faculty and the PTA Board.

**Website Chairman:** Will maintain the PTA website.

**Historian:** Will create a scrapbook for the Association and forward information and pictures regarding school events to the MISD public information office. (Appointed by President and requires Leadership Orientation training, which PTA provides).

**Parliamentarian:** Will serve as the Chairman of the Bylaws and Standing Rules Committee and assist the President in matters of parliamentary procedure during meetings. (Appointed by President and requires Leadership Orientation training, which PTA provides).