

**MS/HS 323 Parent Teacher Association
Nominating Committee**

FIRST NOTICE

March 9, 2011

Dear Parents,

The Nominating Committee is now preparing the slate of officers and standing committee chairpersons for the 2011-2012 term, which commences July 1, 2011 and runs through June 30, 2012. We are seeking candidates for the following positions.

OFFICERS

President (2)

First Vice President (2)

Second Vice President (2)

Fundraising Committee (3)

Treasurer (1)

Corresponding Secretary (1)

Recording Secretary (1)

COMMITTEE CHAIRPERSONS

G.O. Store (2)

Hospitality Committee (2)

Publicity Committee (2)

If you are considering volunteering for any of the above positions, please refer to our bylaws for a full description of the responsibilities and duties required for each position. A copy of the bylaws is available for review in the school office.

We are inviting all parents of this school to participate in this process. The success of our school depends, in great part, on parents becoming involved. Please keep in mind that most committees are co-chaired, and that as a committee chair, you will be able to form a sub-committee to which responsibilities can be delegated. Also, as a committee chair, you will have the support of the entire executive board, and many that have served in the past will also be glad to share their expertise with you.

If you would like to serve in a position of the PTA, or would like to nominate someone else for a position, please enter your response on the back of this letter or on a separate piece of paper and submit it in a sealed envelope, address to "The Nominating Committee". The Nominating Committee has a folder in the PTA box in the school's office. Please include a contact telephone number or e-mail address on your entry. Please also indicate any alternate positions that you would be willing to accept, in the event there are some positions that remain vacant. Your name will not be entered on the slate for any alternate positions without you first being contacted by the Nominating Committee for confirmation of it.

Please submit your response no later than **April 22nd**. The slate will be presented at the **May 11th** PTA meeting, and will be voted on at the **June 8th** PTA meeting. Once the slate has been presented, at the **May 11th** meeting, the nominations will be closed.

We urge you to please consider serving our wonderful school by participating as an officer or a committee chairperson. It is a great way to be involved with the school and to be a role model for your children. A strong PTA will ultimately help the children, and the strength of the PTA depends on YOU!

Sincerely,

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