

## 2024-2025 Stork P.F.S.A Board Nominations

If you are interested in serving on the P.F.S.A. (Parent Faculty Student Association) governing board for the **2024-2025** school term, please indicate your preference in one of the following offices and return this form to the school office. If more than one approved candidate runs for any office, a ballot election will be held at Open House, on March 21st, 2024.

\*\* You must be able to attend an afternoon meeting once a month throughout the school year, and help support all school PFSA events. No board member shall simultaneously hold a position of room parent or assistant room parent. If you are interested in either the President or Treasurer position, previous board experience is preferred.

**President:** Conduct board meetings, appoint chairperson for committees, coordinate activities not in the scope of another office or committee, and attend outside district meetings.

**1st Vice President:** Oversee programs as set forth by the administration, attend/conduct meetings in the absence of the president, and assume the duties of the president if needed. Serves as liaison for all Stork Night Out Fundraising events.

**3rd Vice President:** Shall make monthly telephone calls or send emails and/or reminders to inform volunteers and room parents of help needed with various school events.

**4th Vice President:** Chair committee responsible for planning, organizing and carrying out all PFSA events. Serve as liaison between PFSA and all necessary parties as related to various school events.

**Secretary:** Take minutes of all board meetings. Distribute and post copies of the minutes prior to the next meeting.

**Treasurer:** Maintain ledgers and check book for PFSA, pay all authorized bills, prepare statements of accounts for each board meeting, prepare and submit annual budget, balance checking and savings accounts, submit board roster and bank reports for semi-annual audits, prepare necessary materials for tax returns for auditor.

**Parliamentarian:** Give necessary advice in parliamentary procedures, organize and chair the nominations committee.

**1st Choice:** \_\_\_\_\_ **2nd Choice:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Phone: Day** \_\_\_\_\_ **Evening:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Are you currently serving in any PFSA capacity?** \_\_\_\_\_

**Current responsibility:** \_\_\_\_\_

**If not chosen/elected to a board position, will you serve on a committee?** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

PLEASE RETURN TO OFFICE ATTN: VANESSA KURI OR CRAIG HICKMAN-THANK YOU