



Connect. Support. Grow.

2019-2020 PTA BOARD Volunteer Interest Form

FWES PTA is looking for volunteers to share their time and talents in our open board positions for the 2019-2020 School Year. While the titles may sound intimidating, please don't be afraid to help as each position is part of a well run machine that supports each other. You can refer to the FWES PTA Org Chart on the reverse side of this form to see how each position fits in the organization.

Below are the open positions for 2019-2020. Please contact Christine Ingram, Nominating Committee Chair (cingram27511@gmail.com) or Ushma Shukla Oldham, FWES PTA President (ushukla.pta@gmail.com) for more information or to volunteer to be added to the election ballot.

Thank you!

2019-2020 FWES PTA Open Positions

President

Oversees all PTA Activities, serves as a de facto member of all committees. Presides over monthly board meetings and general body meetings. Signs all checks and contracts. Works closely with Treasurer on budget and spending. Facilitates communication between school administration and PTA membership.

Vice President, Programs

Takes a leadership role in the execution of events and programs, including supporting Cultural Arts, Open House, and World Dance. Oversees and supports the volunteers who run a variety of programs and events. Set program goals so they meet with FWES IB standards and reach as many of the student community as possible. Keeps track of budgets and works with the PTA Exec Board as needed.

Spiritwear Committee Chair

Twice a year, initiates a Spirit Wear sale, collects money, and distributes items. Tracks inventory and works with VP of Ways and Means to order as necessary. Also coordinates volunteers to sell Spirit Wear at Open House, New Student picnic, and kindergarten welcome event.

Campus Clean Up Chair- Plans and oversees two campus clean up events Fall and Spring.

Vice President, Ways and Means

Oversees committees or directly coordinates all fundraising activities, such as Book Fair, Global Fun Run, Box Tops and Collections, Coupon Books, Spirit Nights, and Spirit Wear. Works with PTA Executive Board. Works to solicit donations appropriate to our non-profit, task-exempt status.

Membership Chair

Responsible for entering membership information for members into Memberhub database at the beginning of the school year. Responsible for maintaining membership records throughout the year. 20-30 hours of work total for the year. With the exception of helping at Open House, can be done from home.

Outreach Committee Chair

Less than 1 hour a week. Maintains stock of needed items in Outreach clothing closet on a monthly basis. Organizes food drives and other community support.

Nominating Committee Chair

Creates and Oversees a nominating committee to identify/grow leaders for the PTA.

