**Now Seeking Interest for PTA Officers for the 2018-2019 School Year!**

We would like to begin the process of creating a PTA Program at Hanover Hills Elementary! **With our new school slated to open very soon, it is time for the PTA Nominating Committee to recruit Candidates to hold PTA Officer Positions for the upcoming school year.**

The goal of the nominating committee is to enlist the talents of as many Hanover Hills parents, friends and family as possible. The nominating committee’s responsibility is to consider all persons interested in a particular PTA position. If you have any PTA related questions please feel free to reach out to us at [HanoverHillsPTA@gmail.com](mailto:HanoverHillsPTA@gmail.com). We’re looking forward to meeting you and growing what will be an awesome community!

Once you have reviewed the PTA Officer Position descriptions please follow this link to express your interest: <https://goo.gl/forms/7LmXsxZmKzGUJCaJ3>

**PTA Officer Positions**

**President:** Directs the affairs of the PTA in cooperation with the other members of the board of directors and the executive committee. Time: Presides at monthly evening PTA board meetings. Year-round commitment including work over summer.

**Vice-President:** Responsible for implementing the PTA goal of parent education including but not limited to articles, flyers, and workshops. Serves as a liaison to the PTA program chairs. Time: Attends monthly evening PTA Board meetings. Workload varies throughout the year depending on choice of educational initiative.

**Membership:** Runs the annual membership campaign. Time: Attends monthly evening PTA Board meetings. Workload is heaviest at the beginning of the school year.

**Ways and Means:** Oversees and helps implement committee chairs in charge of fundraisers. Time: Attends monthly evening PTA Board meetings. Workload is heaviest during various fundraisers.

**Hospitality:** Liaisons with committee chairs to provide and coordinate refreshments for various PTA activates. Time: Attends monthly evening PTA Board meetings. Workload varies depending on event.

**Recording Secretary:** Attends and records Minutes of all PTA Board meetings. Attend monthly evening PTA board meetings. Variable workload.

**Corresponding Secretary:** Conducts the correspondence of the PTA. Sends out notices of executive committee/board of directors and other meeting and events. Maintains PTA social media accounts. Attend monthly evening PTA board meetings. Variable workload.

**Treasurer:** Keeps permanent books of all monetary transactions and performs all duties expected of Treasurer. Time: Attend monthly evening PTA board meetings. Variable workload.

**PTA Council Delegate:** Each PTA has 2 delegates to the PTA Council of Howard County. Attend every meeting of their PTA and Council. Take notes at Council meeting and give a full report to their PTA board of directors. Variable workload.