



ANTHONY WAYNE PTO

PTO EXECUTIVE BOARD OFFICER NOMINATIONS

The Anthony Wayne Middle School PTO is currently seeking AW parents/guardians to fill the open positions for the 2017-2018 school year. If you are interested or would like to nominate someone you think would be a great candidate, please complete the form below and return it to the PTO Mailbox. The nominating committee will announce a slate of officers-elect at the PTO Meeting on Wednesday, June 14th. Please feel free to contact a current PTO Executive Board Officer or the nominating committee member with any questions you may have.

EXECUTIVE BOARD OFFICER DESCRIPTIONS

President	Serves as principal executive officer of the AW Parent Teacher Organization (PTO). Supervises and controls activities of the organization. Presides and participates in all the executive and membership meetings.
Vice President	Acts as an aide to the president and performs the president duties in the absence or inability of the president. Performs other delegated duties as assigned.
Recording Secretary	Keeps the minutes of the proceedings of the PTO Meetings. Performs other delegated duties as assigned.
Corresponding Secretary	Conducts delegated correspondence such as weekly PTO E-Blasts. Performs other delegated duties as assigned.
Treasurer	Is responsible for all funds of the organization. Reports account balance at membership or monthly meetings. Performs delegated duties as assigned.
Assistant Treasurer	Collects and deposits all PTO monies. Performs delegated duties as assigned.

Name of Interested/Nominated Candidate: _____

Phone: _____

Email Address: _____

Special interests or talents to bring to the Anthony Wayne PTO:

Comments:

Please return this form in an envelope labeled "PTO Nominating Committee" to the Main Office no later than Friday, June 2nd, 2017.

Please contact Lisa Diodato at rick1110@optonline.net with any questions or concerns.