



FLEETWOOD PTO NEEDS YOU!



The PTO Nominating Committee is looking for volunteers to fill our 2017-2018 open PTO Board positions.

Are you interested in working with a dedicated and fun group of people to make key decisions and plan events for Fleetwood School? The only qualifications you need are a positive attitude, a willingness to provide leadership, and the ability to attend all monthly PTO regular and board meetings. If you are interested in serving on the board or nominating someone for an open position, please fill out the form below and return it in an envelope marked **"PTO Nomination"** with your student **by Wednesday, November 8th.**

The election will be held at the November 14th PTO meeting in the Faculty Lounge at 11am.

If you need more information about any of these positions, please speak to any current board member or contact:

Jackie Self selfjackie@yahoo.com or Bethany Pacheco Bethany825@yahoo.com

We would be happy to talk with you and answer any questions you might have.

Open Board Positions for the 2017 - 2018 school year:

Treasurer - Prepare and maintain annual PTO budget, write and sign all checks to pay our funds authorized by PTO, maintain record of receipts, expenditures and supporting documentation for all checks written, balance check book to bank statements, prepare and present a financial report at each monthly meeting, prepare and submit federal and state compliance filings, annual 990 tax return, corporate annual report and attend PTO & Executive Board meetings. ****Incumbent will NOT run in this election.****

Corresponding Secretary – Responsible for seeing that all notices from PTO as outlined in the By-Laws are fully given in a timely manner, relaying any communications from a staff member to the PTO members and board, recognizing or commemorating congratulations or condolences by sending cards or gifts, also responsible for all written correspondence, working with committees addressing communications and attending all PTO & Executive Board meetings and reading received correspondence at these meetings. ****Incumbent will NOT run in this election.****

Yes, I'm interested in making a difference at Fleetwood by serving on the PTO Board!

I would like to be considered for the following position(s):

Name: _____

Position: _____

Phone: _____

Email: _____

I would like to nominate the following individual for the following position:

Name: _____

Position: _____

Phone: _____

Email: _____

Those nominated will be contacted by a Nominating Committee member for confirmation of acceptance of nomination.