



# PTO OFFICER NOMINATIONS

**The PTO is seeking Navy parents to fill three vacant positions on the Executive Board for the 2017-2018 school year.** Navy's PTO builds a community between parents, teachers, administrators and students through fun and educational opportunities. Please consider joining us or recommending someone you know.

The following positions are open for next year:

**President:** Responsible for day-to-day management and oversight of Navy PTO. Preside over Board meetings and act as liaison to internal and external Administrators.

**2<sup>nd</sup> Vice President:** Identify and recruit volunteers for Navy's committee chair positions. In charge of communication between PTO and Room Parents. Coordinate newsletter. Assist President as needed throughout school year.

**Financial Secretary:** Receives and deposits all corporate funds into the PTO bank account. Maintains records of all deposits.

Please contact the Nominating Committee Chairperson with any questions about the positions or the process. Our current Board members are ready to help you transition smoothly.

Thank you,

Nominating Committee Chair  
Dana Wozny  
dana.wozny@gmail.com

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Name of interested/nominated candidate \_\_\_\_\_

Phone and email \_\_\_\_\_

Board position of interest \_\_\_\_\_

Please complete the above information and **return to school with your child or to the front office by February 28th in an envelope marked "PTO NOMINATING COMMITTEE".**