

Short Pump Elementary School PTA

Board Positions By Responsibility/Contact Person

President								
1st VP: President's Aide	2nd VP: Fundraising	3rd VP: Communications	4th VP: Volunteers	5th VP: Programs	Secretary	Treasurer	County Council Delegate	Lay Advisory Representative
	Book Fair	Memory Book	Beautification	Community Service				
	Community Partners	nList Administrator	Dining Room	Curriculum Programs				
	Fall Festival	Student Directory	Fifth Grade Celebration	Green Team				
	Membership	Website	Fitness/Music Resource Helper	Kids Club				
	Rewards Programs		Hospitality	Kindergarten Coordinator				
	Spirit Nights		Media Center/Art Resource Helper	Recycling				
	Spirit Wear		Picture Day	Reflections				
	Spring Fundraiser		Room Parents	Social				
			Stinger Store/SCA	STREAM Coordinator				

Key
Elected Officers
Elected Delegates
Standing Committees
Special Committees

<p><u>Executive Committee</u> <i>- Consists of elected officers and principal</i></p>
<p><u>Executive Board</u> <i>- Consists of the officers and chairs of standing committees</i> <i>- May include the principal or his/her designee and representative appointed by the principal or elected by the faculty</i></p>

External Committees:
<p><u>Auditing Committee</u> <i>- Selected by the Executive Board prior to the end of the Fiscal Year</i> <i>- Consists of no fewer than three (3) members & no one with signature authority</i></p>
<p><u>Nominating Committee</u> <i>- Composed of three (3) members</i> <i>- Elected by PTA at a regular meeting at least two (2) months prior (typically in January) to the election (typically in April)</i></p>
<p><u>By-Laws Committee</u> <i>- Appointed every five (5) years</i></p>