



Hello Emerson Families! Due to unforeseen circumstances the nominee for PTA President declined the nomination. As a result, the role of PTA President is now open for nominations.

The role of PTA President is an important one. Here are some of the duties of the President:

- ✓ *Work closely with the 1st Vice-President to execute tasks and duties*
- ✓ *Review and understand the statewide and school-based PTA Bylaws*
- ✓ *Attend annual PTA Convention*
- ✓ *On a monthly basis, attend these meetings: BUSD District PTA Meetings; Emerson PTA Executive Board meetings; and Emerson PTA General Meetings*
- ✓ *Oversee and delegate to the Emerson PTA Executive Board Members and Chairs*
- ✓ *Attend PTA-sponsored events including the Fall Fair; Events related to Holiday Adopt-A-Family events; Valentine's Day parties; Membership Drive events; and other events as planned during the year*
- ✓ *Participate in the formation of Committees throughout the year to complete annual tasks, e.g. review of bylaws; Honorary Service Award event*
- ✓ *Interface with District-level BUSD and PTA members; Principal Kaitz; teachers; and parents*

*****We would also like to add that support and guidance will be provided to the new President. You won't be leading alone 😊*****

If you are interested in this position, please add your name to the form and submit it one of two ways:

- Complete this form and submit it in an envelope addressed to the PTA Nominating Committee to the Emerson front office
- Complete the form and email it to the Chair of the Nominating Committee, Shefali D'Sa, at pasadenaqt@gmail.com

NOMINATIONS MUST BE SUBMITTED BY FRIDAY, FEBRUARY 26.

*If you have questions about the role of PTA President, please contact me at
818-384-7968.*

Name: _____

Email Address: _____

Phone Number: _____