

Parents' Association AGM – Nominations Sought

At the upcoming Parents' Association Annual General Meeting on Tuesday 2nd December, all committee positions will be declared vacant, and nominations will be sought. If you are interested in joining the PA committee, we encourage you to review the positions and submit a nomination form to the school office no later than Friday 28th November. Alternatively, should you have any questions relating to any of these positions please contact Brooke McKenzie.

Parent Association Objectives

The objectives of the Association are to promote the interests of and facilitate the development and further improvement of the school by, promoting parent participation, encouraging close co-operation between parents, students and staff and promoting positive community support.

Executive Committee Positions:

- PRESIDENT:** The President's role is to provide leadership & act as a representative of the Association. The President will chair meetings and encourage communication between the Association, the School administration and the school community.
- VICE-PRESIDENT:** The VP provides essential support for the President and other members of the Executive Committee. He/she will carry out any duties that have been delegated by the President.
- SECRETARY:** The Secretary prepares the minutes, collates committee update reports and assists the President in preparing an agenda prior to each meeting. They will also record and deal with all the Association's correspondence.
- TREASURER:** The Treasurer has the overall responsibility for monitoring the financial transactions of the Parents' Association. They will present a report identifying expenditure and income at each Association meeting.

Other Committee Positions:

- FUNDRAISING (EVENTS) CO-ORDINATOR:**
- The role is responsible for coordinating fundraising and social activities aimed at raising additional funds for the school and enhancing a sense of community.
- CLASS REP CO-ORDINATOR:**
- The role is responsible for organising and supporting class reps for each class throughout the school & supporting the fundraising activities.
- SCHOOL COUNCIL LIAISON:**
- The role is responsible for representing PA at monthly School Council Meetings and reporting back at PA Meetings on key discussion points.
- UNIFORM COORDINATOR:**
- Second hand uniform stall and clothes donation bin.

PARENTS' ASSOCIATION NOMINATION FORM

Return to Office by Friday 28th Nov

NAME: _____

PHONE: _____ EMAIL: _____

NOMINATED POSITION: _____

NOMINATED BY: _____ (you may nominate yourself)

NOMINEE SIGNATURE: _____