

Kamiak PTO Open Positions 2021-22 School Year

Are you wanting to get connected with the other parents and our awesome Administration leaders at Kamiak? Meet with our Principal and PTO team once a month. Hear what is happening with our community, help when Kamiak Staff needs gaps filled and help organize staff appreciations, thanking them for all they do for our kids and our Kamiak community.

Kamiak PTO needs volunteers for 2021-22 to keep our traditions moving forward.

Here is a list of all the board positions for Kamiak PTO.

Co-Presidents: The Leader(s) will run our PTO meetings, set the agenda, coordinate the work of the executive board and maintain the Calendar and timeline of activities. Leader(s) will be the main point of interaction between the school and the community.

Co-Vice Presidents: They are the main backup to our presidents and will fill in when needed for the President(s). They will also maintain the membership information.

Co-Secretaries: The Secretar(ies) will record the minutes of all Executive Board, and general membership meetings. They will assist in creating and or maintaining all Kamiak PTO forms and documents, assist in maintaining and updating any/all website and social media information as well as a list of the Executive Board the Board of Director Committee. The list should be finalized by the second Executive Board meeting of each school year.

Treasurer: The Treasurer will have custody of all funds of this Organization; will keep a full and accurate account of receipts and expenditures in a secure location separate from other Organization documentations; and in accordance with the budget adopted by Kamiak PTO.

Here is a description of all the PTO committee positions.

Communications Manager: The Communications manager is responsible for maintaining all email communications sent to the PTO membership.

Website Manager: The Website Manager is responsible for editing and maintaining the Kamiak PTO website.

Staff Appreciation Coordinator: We would love to see a committee of about 10 people to work together on this committee. If someone would like to chair the committee great or it could be chaired by the board.

Any of these positions, except Treasurer, may be held by two (2) people concurrently. Each co-position is entitled to one (1) vote at any meeting. Officers shall assume their official duties July 1 and serve a one-year term.

On the Executive and Board Committee(s), no relatives are allowed to serve on these board(s) at the same time.

Next year, we hope to have some freshman/sophomore parents willing to shadow the following positions: President, Vice President, Secretary, Communications /Website, Staff Appreciation and membership coordinator.

The following positions are open and we need to fill for the upcoming school year:
President or Treasurer, Vice-President and Staff Appreciation Coordinator.

It is not a huge time commitment, but every person makes a difference making the school year a positive experience. We hope you will join our team!

Thank you,

Kamiak PTO Board 2020-21